

To: Supplier@company.co.uk
Subject: DELIVERABLE TIME SHEETS on Contract Purchase Agreement 30314912-A will be due in 1 Days

From **Smith, Mr. David**
To **JOE BLOGGS**
Sent **19-JUN-2018**
15:35:21
ID **00000001**

Commercial POC

Supplier Contact:
MOD assign a Supplier POC to the Deliverable and this is the person who receives email reminders

Deliverable Name **DELIVERABLE 1**
Deliverable Type **Contractual**
Responsible Party **Supplier Organization**
Internal Contact Name **Smith, Mr. David**
External Contact Name

Internal POC:
Either the same as the Commercial POC or could be the person responsible for updating CP&F with Status information

This email is an aide memoire only. All obligations are detailed in and subject to the terms and conditions of the Contract.

This notification is a reminder that action is required under a Contractual Obligation (Deliverable). Should you require any further information please contact the Commercial Officer for the Contract. You will continue to receive Notifications until the Commercial Officer logs the deliverable as complete in the MOD system.