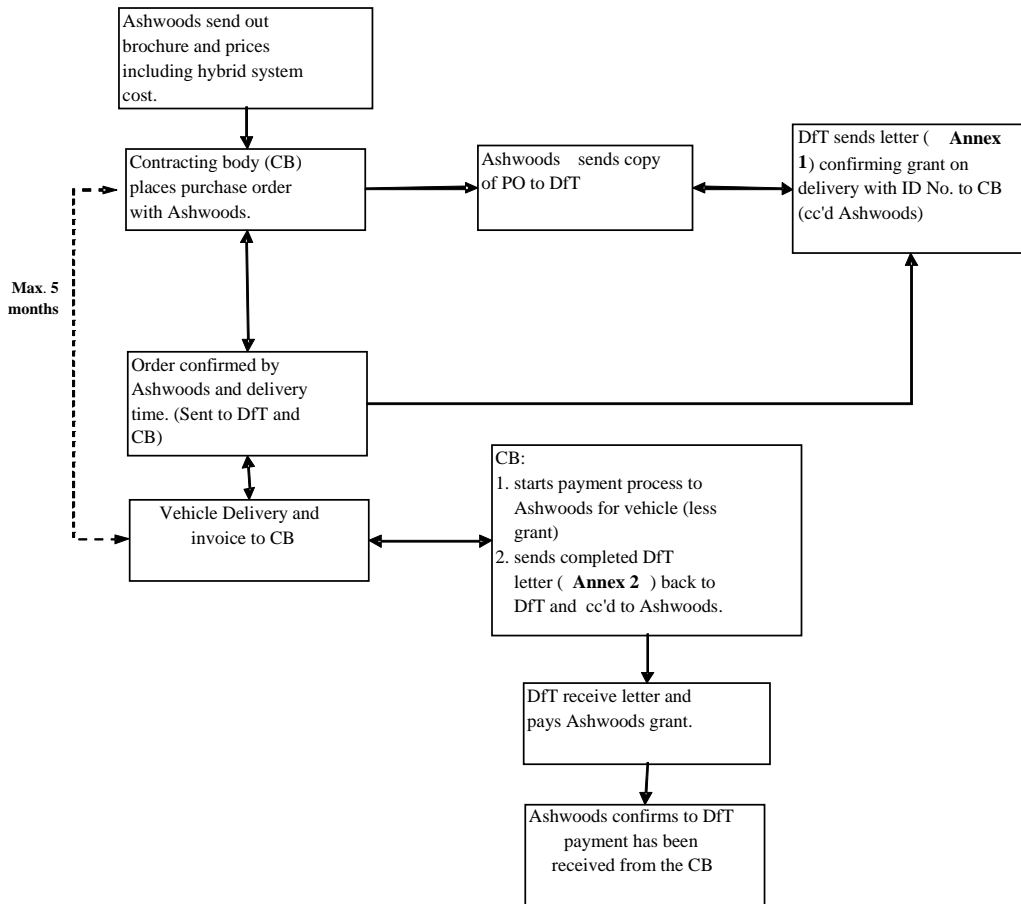


## Purchase Option – Vehicle Ordering and Payment



### Annex 1 : Letter from DfT

1. Includes ID no e.g.001
2. Confirms order placed
3. Confirms grant per vehicle
4. Instructs CB to send completed letter to DfT on delivery of vehicle

### Annex 2: Letter to the DfT

To the DfT,

I \_\_ (CB) \_\_ have taken delivery of \_\_ X \_\_ vehicles and attach:

1. the invoice from Ashwoods; and
2. confirm payment will be made to Ashwoods within 28 days as per contract.

I therefore confirm the grant offer ID No. XXX of £ \_\_\_\_\_ can be released to Ashwoods to cover the full vehicle costs.

Signed \_\_\_\_\_ Position \_\_\_\_\_

Date \_\_\_\_\_