

	Bank account/payment instructions	
Invoice Frequency	On delivery	
Force Majeure Termination Rights	N/A	
Insurance type:	Minimum level	
Employer's Liability Insurance	Minimum cover of £10 million in any one claim.	
Public Liability Insurance	Minimum cover £5 million for each and every incident.	
Professional Indemnity	Minimum cover £250,000 for each and every incident.	
Group Authorised Officers		
Name	Position	Contact Details
Rachel Illingworth	Contract Manager (Fleet, Plant and Materials)	Rachel.Illingworth@wchg.org.uk 07410944862
Penny Waller	Quality Assurance Team Leader	Penny.Waller@wchg.org.uk 07580 869 453
Mel Sorley	Senior Business Improvement Manager	Mel.Sorley@wchg.org.uk 07410 944 423

Contractor Manager	
Name	Contact Details
Mr John Saul	john@key-supplies.co.uk 01772 768 505

Commented [F52]: @KEY kindly complete

Contractor Key Personnel		
Name	Position	Contact Details
Mrs Sophie Petrie	MD	sophie@key-supplies.co.uk 01772 768 505 07475 105 021
Mr Andrew White	External Sales	07802 192 095