Sydney Office Equipment

Established 1982
ABN: 96 338 801 651

Showroom/Service Centre
Unit 36 / 7 Salisbury Avenue
Castle Hill NSW 2154

Phone: (02) 9899 5333 Fax: (02) 9899 5585
PO BOX 330, KELLYVILLE NSW 2155
Email: enquiries@sydneyoffice.com.au
Website: www.sydneyoffice.com.au

Service Centres
Castle Hill, Sydney
Campbelltown, Carlingford

Dear Customer,

The form below is one way you can add any supplies that need ordering. The goods will have a standard delivery time, within 24 hours. For urgent deliveries that require same day delivery, there is a 3 hour express courier within the metro area. For country and interstate deliveries outside the 50 kilometres distance from Sydney City, fax, email or phone our sales desk. You will be quoted within minutes our unbeatable freight, cost price.

9:30am Cut off time = same day, next day delivery.
4:00pm Cut off time = next day delivery

By filling in your Company name, contact name and number, then fill in the blanks in the columns accordingly. Post, fax or email scanned document back and expect those delivery times.

COMPANY NAME:

CONTACT: PHONE NUMBER:

Number of Items	Brand	Model	COLOUR TYPE	Part Number (internal use)

COMMENTS