



NARPO HOUSE
38 Bond St,
Wakefield,
West Yorkshire,
WF1 2QP
Tel: 01924 362166
Email: hq@narpo.org

Branch Circular No 09/24

To: Members of the NEC
All Branch Secretaries

March 2024

Dear All,

NARPO Diary 2025

As in previous years a NARPO diary will be produced for purchase by the membership. Should you wish to order any diaries please complete the appropriate form attached herewith. A coupon will appear in the NARPO News magazines (August and November) for use of individual member's orders. They will also be available to order from our NARPO Shop on the website.

The price for next year's diary will be £2.80 which includes vat, postage and packaging within the UK only.

No discount is given for bulk orders.

Any diaries intended for abroad will be charged at £6.30 each, which also includes vat, postage and packing.

If Branch Secretaries wish diaries to be sent direct to third parties please supply the membership number, name and indicate the quantity to be sent. All orders must be accompanied with the correct payment or indication of a bank transfer.

The 2025 Diary will be as last year – week to view. They will be dispatched from July onwards.

PLEASE DO NOT SEND ANY LABELS

FORM A - To be completed together if only **PART** of your membership is to receive a diary.

FORM B - To be completed where **ALL** in any given status are to receive a diary.

FORM C - To be completed if a bulk delivery is required (i.e. not to individual members).

FORM D - To be completed for Conference collection only.

This year we have a maximum amount of 6,000 diaries available to us so all orders will be based on a first come first served basis.

**ALL ORDERS SHOULD BE SENT NO LATER THAN THE 1st AUGUST
EITHER BY POST OR BY EMAIL TO HQ@NARPO.ORG**

Yours sincerely,

Alan Lees
Chief Executive Officer



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FORM B

2025 DIARY ORDER FORM

Please Supply(Qty)..... Diaries for delivery to the UK at £2.80 each £.....

Please Supply (Qty).....Diaries for delivery abroad at £6.30 each £.....

*Cheque enclosed or *BACS payment (**please delete one**)* **Total** £.....

To Pay by Bank Transfer:	Account Name:	NARPO
	Account Number:	20192192
	Sort Code:	60 83 01
	Reference to quote:	Branch Name/Diary

Branch.

Branch No

I request that **ALL or PART OF MY** membership in receipt of NARPO News be allocated (QTY)..... diary each
***(Please delete as appropriate)**

- *FULL
- *LIFE
- *WIDOWS/WIDOWERS
- *ASSOCIATE
- *HONORARY

Signed.....Secretary.....Dated.....

**LATEST DATE FOR RECEIPT AT NARPO HOUSE IS THE 1st AUGUST
 SEND BY POST OR BY EMAIL TO HQ@NARPO.ORG**

FOR OFFICE USE ONLY

PAYMENT AMOUNT CHECKED AGAINST QUANTITY ORDERED	YES/NO
QUANTITY CHECKED AS ENTERED ON DATABASE	YES/NO
DATE POSTED OUT WITH DPD	

SIGNED.....DATED..... **SCANNED YES/NO**



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FORM C

2025 DIARY ORDER FORM

Branch.

Branch No

Please Supply (Qty)..... Diaries at £2.80 each

*Cheque enclosed or *BACS payment (please delete one)*

Total £.....

To Pay by Bank Transfer:

Account Name: NARPO
Account Number: 20192192
Sort Code: 60 83 01
Reference to quote: Branch Name/Diary

(ALL TO BE DELIVERED TO ONE NOMINATED UK ADDRESS) please complete the following

Name.....

Address.....

.....

.....

Postcode.....

Telephone.....

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SEND BY POST OR BY EMAIL TO HQ@NARPO.ORG**

FOR OFFICE USE ONLY

PAYMENT AMOUNT CHECKED AGAINST QUANTITY ORDERED

YES/NO

QUANTITY CHECKED AS ENTERED ON DATABASE

YES/NO

DATE POSTED OUT WITH DPD

SIGNED.....DATED.....

SCANNED YES/NO

