

**BUSINESS**

# IPVPN ORDER FORM

**FOR BUSINESS MARKETS ONLY**

## 1. Customer details

Refer to section 1 in the Guide and Glossary if you have any queries

Company name	DVLA	Company Reg. no	PUBLIC SECTOR
		Existing account no*	400002
Correspondence address	DVLA, Longview Road, Morriston, Swansea		
Town	Swansea	Postcode	SA6 7JL
Correspondence contact name	[REDACTED]	Phone	[REDACTED]
Customer Project Manager name	[REDACTED]	Phone	[REDACTED]
Account Manager name	[REDACTED]	Phone	0371 6000050
		Fax	[REDACTED]
		Email	[REDACTED]
		Email	[REDACTED]

\*Note: Only add 'Existing account number' for customers that take other Virgin Media Business services.

## 2. IPVPN product details

Refer to section 2 in the Guide and Glossary if you have any queries

Customer required date <sup>1</sup>	ASAP	BPT quote reference	
IPVPN variant	Standard IPVPN		
IPVPN management	Managed*	* Managed service includes the provision of routers	
Network topology	Full Mesh		
Associated orders	Please select	Force opportunity IDs (if applicable)	Required date
	<input type="checkbox"/> IP CCTV		
	<input type="checkbox"/> SIP trunking		
	<input type="checkbox"/> Business Network Services		
	<input type="checkbox"/> Managed internet access		
	<input type="checkbox"/> Managed security services		
	<input type="checkbox"/> VPDC		

### Notes and comments

This is the resin of the IPVPN circuits with PSN Protect detailed on the ethernet site details tab.

Note: Nothing written in the box above shall vary any provision of the terms and conditions of Virgin Media Business Limited, which shall prevail.

### COVID-19 Special Terms

The safety of your and our staff, suppliers, and contractors is of paramount importance to us in delivering and installing the **service**. Any delays arising out of or connected with our staff, contractors and suppliers adopting safety precautions and measures to avoid contracting and/or preventing the spread of a pandemic such as COVID-19 (including but not limited to social distancing and self-isolation) or implementing any laws and guidance at our discretion which restrict our ability to deliver the **service** shall be deemed to be circumstances beyond our reasonable control and entitle us to extend the **customer promise date** in accordance with clause 4.5 of our **standard terms**. You acknowledge that deployment of the **service** may be subject to revised prioritisations of our service team due to continuing changes of circumstances arising from COVID-19.

<sup>1</sup> This date will give an indication of your requirements. However, Virgin Media Business works to standard target lead times, please contact us for details. The delivery date will be confirmed following acceptance of the completed order form and will be subject to survey.

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## 3. Billing details

Refer to section 3 in the Guide and Glossary if you have any queries

Billing name	DVLA	Customer PO number	
Invoice address	Shared Services Arvato 5 Sandringham Park		
Town	Swansea Vale	Postcode	SA6 7JL
		Fax	
Billing contact name		Phone	
		Email	
Billing method	E-billing		
Please provide an email address for online billing	s.j.morris@sharedservices.co.uk		
Please select minimum period	2 Years		
Total connection charges £	£0.00	Total annual rental charges £	£31,586.00
Billing frequency <sup>2</sup>	Annual	Amount per billing period	£31,586.00
Bill new service with existing service?	Yes	If 'Yes', please enter existing account no	408883/931338
Do you wish to pay by Direct Debit?	Yes		
Do you require unified billing?	No	If 'Yes', please enter unified billing date	

<sup>2</sup> Invoiced in advance unless otherwise specified**Note:** Unless otherwise agreed in writing by Virgin Media Business, all services are billed on a 'per site' or 'per service' basis from the service start date.**Note:** Our call charges tariff for wireless data usage in excess of your monthly wireless data allowance is £12.50 per GB.

## 4. Contract details

Refer to section 4 in the Guide and Glossary if you have any queries

Service is provided subject to our standard terms and conditions and special terms which have been provided to you.

Standard terms and conditions version number	13	Special terms version number	Version 9
SLA type	PSN IPVPN	SLA version number	PSN IPVPN

PLEASE NOTE THAT ALL ORDERS ARE SUBJECT TO SURVEY

Customer signature		Date	28/11/2022
Print name		Position	Category Lead DVLA
Virgin Media Business Limited signature		Date	29/11/2022
Print name		Position	Head of Central Government

## 5. Data protection and PR

Refer to section 5 in the Guide and Glossary if you have any queries

Virgin Media Business would like to contact you with details of other products and services that we offer which may be of interest.

Please select if you do not wish to be contacted. ☐

Virgin Media Business would like to pass your details to relevant third parties to enable them to supply you with information about their products and services which may be of interest to you.

Please select if you do not want your information to be passed to third parties for such purposes. ☐

We may ask you to be involved in press releases, promotional material or case studies relating to this agreement.

Please select if you do not wish to be involved. ☐



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## 6. Site details

Refer to section 6 in the Guide and Glossary if you have any queries

For each connectivity type please refer to the relevant 'Site Details' tabs within this workbook.

Thank you for your business – we're looking forward to working with you. If you have any questions, we'd love to hear from you. Please call our Customer Services team on 0800 052 0800.

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Classification – Confidential

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