



**Watford Branch**  
**Otterspool Way, Watford**  
**Hertfordshire**  
**WD25 8HL**  
**Tel: 01923 229 700      Fax: 01923 231 500**

Dear Customer,

We are committed to offering sustainably sourced timber products through our Watford depot which has Chain of Custody FSC<sup>®</sup> & PEFC<sup>™</sup> certification.

The scope of certification and the certificates for Watford Branch are available to download from our website [www.mpmoran.co.uk](http://www.mpmoran.co.uk) under the timber and joinery heading by just clicking on the highlighted words FSC<sup>®</sup> and PEFC<sup>™</sup>.

As you've expressed interest in purchasing certified products from us, we suggest you contact only these specialist trained sales staff to arrange deliveries;

Simon Lawford      [simon.lawford@mpmoran.co.uk](mailto:simon.lawford@mpmoran.co.uk)      020 84599005

These Moran contacts will be able to service your requirements, arrange deliveries and answer any queries you may have. However, it is important that you also keep to the following procedures

- Make us aware of any sites or customers you have where there are specific requirements for certified timber material by filling out the form attached.
- You should also make your staff aware of whom to contact to place delivery orders for certified timber material, as other Moran staff at other branches may not be able to meet your requirements.
- Collections of certified timber material should only be done at Watford Branch where staff will be able to help, but your staff must make counter staff aware that they are collecting for one of your certified sites.
- Your staff that receipt deliveries and sign delivery notes should check paperwork is in order displaying our Chain of Custody number. That timber items are clearly marked on the paperwork as being certified and are related to our percentage claim.
- Any discrepancies should be reported to your Moran contact above and if necessary, goods should be rejected, returned and not be used.

Many thanks for your continued custom and rest assured we will be doing our utmost to fulfil your requirements.

Kind Regards  
M P Moran



## FSC<sup>®</sup> & PEFC<sup>™</sup> certification Form for customers

(Page 2 to be returned to Credit Control in Kilburn)

Please complete a form for each Chain of Custody/ Certified Timber Material Site for Moran deliveries or collections:

Customer Name: \_\_\_\_\_

Customer Code: \_\_\_\_\_

Job/Site: \_\_\_\_\_

Job/Site Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

FSC<sup>®</sup> ☐ PEFC<sup>™</sup> ☐ Both PEFC<sup>™</sup> & FSC<sup>®</sup> ☐

Staff Authorised to Order or Collect:

\_\_\_\_\_

\_\_\_\_\_

Signed by Customer: \_\_\_\_\_

Print Name: \_\_\_\_\_



The mark of  
responsible forestry

