

Distribution Announcement

DARTON, LONGMAN AND TODD and NORWICH BOOKS AND MUSIC

are pleased to announce that, from Monday 30 March 09 the distribution of Darton, Longman & Todd titles will transfer from its own warehouse to **NORWICH BOOKS AND MUSIC**.

Please note the following:

- Order processing, customer service and distribution for Darton, Longman & Todd titles will move to Norwich Books and Music as of Monday 30th March.
- All orders and enquiries received after Monday 30th March 09 will be forwarded directly to Norwich Books and Music.
- All backorders recorded by Darton, Longman & Todd will be transferred to Norwich Books and Music as of the close of business on **27 March 2009**.
- **Customer returns** should be sent to **DLT Returns, Norwich Books and Music, St Mary's Works, St Mary's Plain, Norwich, NR3 3BH as of 30 March 2009**.
- All returns received at DLT books on or after 30 March 2009 will be passed, together with the paperwork which accompanies them, directly to Norwich Books and Music for processing. **This includes returns for all orders fulfilled by DLT up to 27 March 2009.**
- Customers should make payments for accounts due to the distributor from whom the invoice was received.

Account numbers: to order Darton, Longman & Todd titles from Norwich Books and Music you must have an account with Norwich Books and Music – **the Distribution division of Hymns Ancient & Modern Ltd.** If you don't, please telephone 01603 612914 or download an application form at www.norwichbooksandmusic.co.uk

Please note: Darton, Longman & Todd are making every effort to ensure that customer orders will be fulfilled up until the transfer date while also managing the stock move. Any DLT backorders remaining will be transferred to Norwich Books and Music.

Please address any queries to:

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