



Key One Ltd
8 Broadway Chambers
Basildon
Essex
SS13 3AS

01268 554 361
accounts@keyone.co.uk

Invoice

Example Company Ltd
1 High Street
Stratford
London
E15 3AS

Invoice Number: 693
Invoice Date: 06/11/2006
Due Date: 09/11/2006
Account: EXAM01
Purchase Order: REF/9/KM

VAT Registration No: 840 0035 83

Qty	Description	Price	Total
5	Time spent on site	50.00	250.00
1	Supplying new Oojamaflip	120.00	120.00
1	10% Discount	-37.00	-37.00

Total Net Amount: £333.00
VAT: £58.27
Invoice Total: £391.27

Electronic Transfer (preferred)
Lloyds TSB
Sort Code: 30-96-67
Account: 01032776

By Cheque
Payable to Key One Ltd

Posted to the above address

We will charge interest on this invoice if it is not paid by the due date shown above.

We will charge you for any solicitors letter or other collection costs of unpaid invoices.

Your service(s) may be suspended if timely payment is not received and there may be an administrative charge for re-instating the service(s).

