

EXAMPLE LIMITED

22 Example Lane
London
XXXXXX
VAT Registration No.: 123456

INVOICE

Bill To:
X Engineering Limited
51 X Road
London
XXXXXX

Invoice Number: INV-2024-10
Invoice Date: 31/10/2024
PO Reference: 2007
Due Date: 04/01/2025

Description	Quantity	Rate	Amount
Consultancy fees for services provided in the month of October 2024	4	£100.00	£400.00
Subtotal			£400.00
VAT @ 20%			£80.00
Total			£480.00

Payment Details

Bank: [BANK NAME]
Account Name: X LIMITED
Sort Code: 12-34-56
Account Number: 12345678

Please quote invoice number INV-2024-10 on all payments and correspondence.

Payment Terms: In consideration of the provision of the Services, the Client shall pay each invoice submitted by the Consultant Company in accordance with clause 4.1, within 65 days of receipt.