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|  |  |  |  |
| <<Meeting\_Participant\_MERC\_Account\_MERC>> | **Internal Accounting** | | |
| Payment to:  Payee: <<Invoice\_MERC\_Payee\_MERC>>  SAP Vendor: <<Invoice\_MERC\_SAP\_Vendor\_Number\_MERC>> | **Mercury Ref number: <<Invoice\_MERC\_Name>>** | | |
| VAT ID: <<Invoice\_MERC\_VAT\_Identification\_MERC>> | Tax Id: <<Invoice\_MERC\_Tax\_Id\_MERC>> | | |

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| --- | --- | --- |
| Lilly Affiliate:  *<<Invoice\_MERC\_Lilly\_Affiliate\_MERC>>*  *<<Invoice\_MERC\_Lilly\_Affil\_Add\_Ln\_1\_MERC>>,*  *<<Invoice\_MERC\_Lilly\_Affil\_Add\_Ln\_2\_MERC>>*  *<<Invoice\_MERC\_Lilly\_Affil\_Postal\_MERC>>*  *<<Invoice\_MERC\_Lilly\_Affil\_Add\_City\_MERC>>,*  *<<Invoice\_MERC\_Lilly\_Affil\_Add\_Country\_MERC>>* |  |  |
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| --- | --- | --- | --- | --- | --- |
| QUANTITY | DESCRIPTION | UNIT PRICE | VAT % | VAT DESCRIPTION | AMOUNT |
| <<Invoice\_Line\_Item\_MERC\_Start>><<Invoice\_Line\_Item\_MERC\_Quantity\_MERC>> | <<Invoice\_Line\_Item\_MERC\_Cost\_Element\_MERC>>  <<Invoice\_Line\_Item\_MERC\_Description\_MERC>> | €Unit\_Price\_MERC\_\_000>> | <<Invoice\_Line\_Item\_MERC\_VAT\_Rate\_MERC>> | <<Invoice\_Line\_Item\_MERC\_VAT\_Description\_MERC>> | $<<Invoice\_Line\_Item\_MERC\_Amount\_MERC\_\_000>> |
|  | Goods/Services Provided: <<Description of Goods and Services Provided>> | | |  |  |
|  |  | | |  |  |
|  | On or about: <<Invoice\_MERC\_Meeting\_Start\_Date\_MERC>> | | |  |  |
|  | Name and place of event/service: <<Invoice\_MERC\_Purpose\_of\_Payment\_MERC>> | | |  |  |
|  |  | | |  |  |
|  |  | | SUBTOTAL-NET | | $<<Invoice\_Line\_Item\_MERC\_Subtotal\_NET\_MERC\_\_000>> |
|  |  | |  | |  |
|  |  | | VAT | | €<<Invoice\_Line\_Item\_MERC\_Total\_VAT\_MERC\_\_000>> |
|  | | | **TOTAL INCL. VAT** | | **€<<Invoice\_Line\_Item\_MERC\_TOTAL\_INCL\_VAT\_MERC\_\_000>>** |

|  |  |  |
| --- | --- | --- |
| **PAYEE DETAILS** |  |  |
| <<Invoice\_MERC\_Bank\_Name\_MERC>>  <<Invoice\_MERC\_Bank\_Street\_MERC>>  <<Invoice\_MERC\_Bank\_City\_MERC>> <<Invoice\_MERC\_Bank\_State\_Province\_MERC>>  <<Invoice\_MERC\_Bank\_Country\_MERC>> <<Invoice\_MERC\_Bank\_Zip\_Postal\_Code\_MERC>> | Payment to:  Bank Account:  IBAN:  Sort Code: | <<Invoice\_MERC\_Payee\_MERC>>  <<Invoice\_MERC\_Bank\_Account\_Number\_MERC>>  <<Invoice\_MERC\_IBAN\_MERC>>  <<Invoice\_MERC\_Bank\_Sort\_Code\_MERC>> |

**Additional instructions:**

**<<Form\_Instructions>>**