Company Name, Address line 1, Address Line 2

Invoice To:
Client Name
Address line 1
Address line 2
POSTCODE

Invoice No.	Due Date:	Invoice Date
9999	4th Sept 2016	30th October 2016

Interval	Employee	Description	Qty	Rate	TOTAL
17th Oct–23th Oct	Name Surname	Basic Rate	5	£999.00	£999.00
24th Oct–30th Oct	Name Surname	Basic Rate	5	£999.00	£999.00

VAT Basis	Rate	VAT Amount		
£999.00	20%	£999.00		

Total	£999.00
VAT	£999.00
Invoice Value	£999.00

Please Send Remittance To: Registration Information: Bank Details:
Company Name   VAT No.: 99999999999   Bank Name
Address line 1   Co. Reg. No.: 999999999   Sort Code: 99–99–99
Address Line 2   Account No.: 99999999
tel.: +44 12345 6789
email: email@example.com