



INVOICE

Graduate Conference

~~10 March 2005~~ 1/1/05

Invoice No G00458		
Purchase Order No		
Date 05 January 2005		
Price	VAT %	VAT
£280.00	17.5	£ 49.00
Amount Due		£ 329.00

Invoice To
 [Redacted]
 Project Manager [Redacted]
 Hertfordshire County Council
 Adult Care Services
 Mount Pleasant, Mount Pleasant Lane
 Hatfield AL9 5PU

Description
 Attendance of [Redacted] at the Common Purpose Graduate Conference, Thursday 10 March 2005.
 VAT Registration No. 719 1006 60
 Charitable Trust No. 1023384

Terms and Conditions

A place on the Common Purpose Graduate Conference is not transferable to another individual. Attendance at the Common Purpose Graduate Conference is conditional on receipt in full of the conference fee prior to 24 February 2005.

Notice of cancellation must be received in writing by post or by fax and is subject to the following terms: 1) Where notice of cancellation is received 30 days or fewer to the date of the Common Purpose Graduate Conference, the payer will be liable for 100% of the fee; 2) Where notice of cancellation is received more than 30 days but fewer than 60 days prior to the date of the Common Purpose Graduate Conference, the payer will be liable for 50% of the fee; 3) Where notice of cancellation is received 60 days or more prior to the date of the Common Purpose Graduate Conference, the payer will receive a full refund minus a £25 handling fee; 4) No refund of fees will be made for absence due to illness or withdrawal during the Graduate Conference for any reason.

Please either send a cheque for the above amount made payable to Common Purpose UK, or pay by BACS.

Terms: Please remit within 30 days of receipt of this invoice.

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Please detach this slip and return it with your cheque

REMITTANCE ADVICE Invoice No: G00458

I attach cheque no for the sum of **£329.00** made payable to Common Purpose UK as payment for a place at the Graduate Conference 2005.

Name of Graduate : [Redacted] **Date**.....