

Common Purpose, Common Purpose Suffolk and Essex, 32 Foundation Street, Ipswich, IP4 1BN tel: 01473 289070 email: kate.davidson@commonpurpose.org.uk www.commonpurpose.org.uk



Invoice

Please make cheques payable to Common Purpose UK and return to the address above.

Invoice to		Invoice number	B X 0139	
		Invoice date/ tax point	19 th September 2007	
		Our reference	1/Focus/2007	
Quantity	Description	Price	VAT %	VAT
1	Fee for to attend Common Purpose Essex Focus 2007 programme.	2600	17.50	455
Sub total		£2600		£455
		Amount due		£3055

VAT registration no. 719 1006 60

Terms: Please remit within 14 days. Tuition fees must be remitted prior to the commencement of the programme.

If paying by BACS

Bank Name
National Westminster Bank Plc
Sort Code
60-40-02
Address
PO Box No 4NU, 1 Cavendish Square
London W1A 4NU
Bank Account Name
Common Purpose UK
Account Number
58869441

Payment Terms

- Attendance on a Common Purpose programme is conditional on receipt in full of the tuition fee by Common Purpose prior to the start of the programme or event. (This condition also applies in the case of a part fee agreed for a participant who has demonstrated a clear need for financial assistance.)

Cancellation and Refunds

Notice of cancellation must be received in writing by post or by fax and is subject to the following terms:

- where notice of cancellation is received fewer than 30 days prior to the start of the programme, the payer will be liable for 100% of the programme fee
- where notice of cancellation is received between 30 and 56 days prior to the start of the programme, the payer will be liable for 50% of the programme fee
- where notice of cancellation is received more than 56 days prior to the start of the programme, Common Purpose will make a full refund of the fee paid
- no refund of fees will be made for absence due to illness or for withdrawal from the programme for any reason.

Common Purpose UK, Company Limited by Guaranteed, Registered Office (only) 35 St. Thomas Street, London SE1 9SN
Registered in England 3556983, Registered Charity 1023384

Please detach this slip and return it with your cheque.

Remittance Advice		Invoice number	B X 0139
I attach cheque no.		Our reference	
	for the sum of		
Name of paying organisation			
Date			



Invoice

Please make cheques payable to Common Purpose UK and return to the address above.

Invoice to		Invoice number	B X 0142	
		Invoice date/ tax point	4th March 2008	
		Our reference	1/InsideOUT/2007	
Quantity	Description	Price	VAT %	VAT
1	Fee for to attend Common Purpose Essex InsideOUT 2008 programme due to start 26/03/08.	2900	17.50	507.50
Sub total		£2900		£507.50
		Amount due	£3407.50	

Registration no. 719 1006 60

Please remit within 14 days. Tuition fees must be remitted prior to the commencement of the programme.

Paying by BACS
Bank Name
National Westminster Bank Plc
Sort Code
60-40-02
Address
PO Box No 4NU, 1 Cavendish Square
London W1A 4NU
Bank Account Name
Common Purpose UK
Account Number
58869441

Payment Terms

- Attendance on a Common Purpose programme is conditional on receipt in full of the tuition fee by Common Purpose prior to the start of the programme or event. (This condition also applies in the case of a part fee agreed for a participant who has demonstrated a clear need for financial assistance.)

Cancellation and Refunds

Notice of cancellation must be received in writing by post or by fax and is subject to the following terms:

- where notice of cancellation is received fewer than 30 days prior to the start of the programme, the payer will be liable for 100% of the programme fee
- where notice of cancellation is received between 30 and 56 days prior to the start of the programme, the payer will be liable for 50% of the programme fee
- where notice of cancellation is received more than 56 days prior to the start of the programme, Common Purpose will make a full refund of the fee paid
- no refund of fees will be made for absence due to illness or for withdrawal from the programme for any reason.

Common Purpose UK, Company Limited by Guaranteed, Registered Office (only) 35 St. Thomas Street, London SE1 9SN
Registered in England 3556983, Registered Charity 1023384

Please detach this slip and return it with your cheque.

Remittance Advice		
I attach cheque no. <input type="text"/>	for the sum of <input type="text"/>	made payable to Common Purpose UK.
Name of paying organisation	<input type="text"/>	Invoice number B X 0142
Date	<input type="text"/>	Our reference <input type="text"/>

21 OCT 2008

Please make cheques payable to Common Purpose UK and return to the address above.

Invoice to		Invoice number BK 0605		
		Invoice date/ tax point Monday 13 October 2008		
		Our reference 1		
Quantity	Description	Price	VAT %	VAT
1	Fee for to attend Common Purpose InsideOUT Essex 2008/09.	£3,500.00	17.50	£612.50
Sub total		£3,500.00		£612.50
		Amount due		£4,112.50

VAT registration no. 719 1006 60

Terms: Please remit within 14 days. Tuition fees must be remitted prior to the commencement of the programme.

Paying by BACS

Bank Name
National Westminster Bank Plc

Sort Code
60-40-02

Address
PO Box No 4NU, 1 Cavendish Square
London W1A 4NU

Bank Account Name
Common Purpose UK

Account Number
58869441

Payment Terms

- Attendance on a Common Purpose programme is conditional on receipt in full of the tuition fee by Common Purpose prior to the start of the programme or event. (This condition also applies in the case of a part fee agreed for a participant who has demonstrated a clear need for financial assistance.)

Cancellation and Refunds

Notice of cancellation must be received in writing by post or by fax and is subject to the following terms:

- where notice of cancellation is received fewer than 30 days prior to the start of the programme, the payer will be liable for 100% of the programme fee
- where notice of cancellation is received between 30 and 56 days prior to the start of the programme, the payer will be liable for 50% of the programme fee
- where notice of cancellation is received more than 56 days prior to the start of the programme, Common Purpose will make a full refund of the fee paid
- no refund of fees will be made for absence due to illness or for withdrawal from the programme for any reason.

Common Purpose UK, Company Limited by Guaranteed, Registered Office (only) 35 St. Thomas Street, London SE1 9SN
Registered in England 3556983, Registered Charity 1023384

Please detach this slip and return it with your cheque.

Remittance Advice

I attach cheque no. [] for the sum of [] made payable to Common Purpose UK.

Name of paying organisation [] **Invoice number** BK 0605

Date [] **Our reference** []