

Common Purpose, 30 Gibson Drive, Kings Hill, West Malling, Kent, ME19 4QG
01622 605778 fax: 01622 605750 email: kent@commonpurpose.org.uk
commonpurpose.org.uk



RECEIVED
02 OCT 2006

Invoice

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

Invoice to		Invoice number	BK 0473	
		Invoice date/ tax point	29/09/2006	
		Our reference	1	
Quantity	Description	Price	VAT %	VAT
1	Fee for to attend Common Purpose South Coast Navigator 2006	£3,000.00	17.50	£525.00
Sub total		£3,000.00		£525.00
			Amount due	£3,525.00

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

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 first day of the Matrix/Focus 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 first day of the residential workshop, the payer will be liable for 50% of the programme fee
- where notice of cancellation is received more than 56 days prior to the first day of the residential workshop, 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 0473

Date [] **Our reference** []

Common Purpose, 30 Gibson Drive, Kings Hill, West Malling, Kent, ME19 4QG
tel: 01822 605778 fax: 01822 605750 email: kent@commonpurpose.org.uk
www.commonpurpose.org.uk

commonpurpose

Invoice

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

Invoice to		Invoice number	BK 0351	
		Invoice date/ tax point	31 August 2005	
		Our reference		
Quantity	Description	Price	VAT %	VAT
1	Fee for to attend Common Purpose East Kent - 2005 Official Order Number : PN459	2400.00	17.50	420.00
		Sub.total	2400.00	2820.00
			Amount due	2820.00
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
88669441

Payment Terms

- Attendance on a Common Purpose programme is conditional on receipt in full of the tuition fee by Common Purpose prior to the two-day residential workshop at the start of the programme. (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 21 days or fewer prior to the first day of the residential workshop, the payer will be liable for 100% of the programme fee
- where notice of cancellation is received more than 21 days but fewer than 42 days prior to the first day of the residential workshop, the payer will be liable for 50% of the programme fee
- where notice of cancellation is received 42 days or more prior to the first day of the residential workshop, the payer will receive a full refund
- no refund of fees will be made for absence due to illness or for withdrawal from the Programme for any reason.

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Please detach this slip and return it with your cheque.

Remittance Advice

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

Name of paying organisation [] Invoice number BK 0351

[] Our reference []