

Bill to:	From:
RNID Brightfield Business Hub Bakewell Road Orton Southgate Peterborough PE2 6XU	Company Name Company Address Postcode:

Invoice number:	
Invoice date:	DD / MM / YY

Assignment reference:	
Date of assignment:	
Purchase Order number:	
Description of assignment:	
Timesheet included (yes / no):	

Fee:	£	
Travel expenses:	£	
VAT (if applicable)	£	Click to add your VAT amount if applicable.
Total fee:	£	Click to add the total fee cost.

Travel description: (Mileage, parking, etc.)	
Any additional comments:	

All fees to be paid in full no later than 30 days following receipt of this invoice.

Bank name:	
Bank account number:	
Bank sort code:	
Bank Roll number (if applicable):	
VAT number (if VAT registered):	

Once complete, email to: Freelance.InvoicePayments@RNID.org.uk