TAX INVOICE

Invoice To:

{clientName}
{clientAddr1}
{clientAddr2}
{clientAddr3}
{clientAddr4}
{clientPostCode}

Invoice Number:
{invoiceNumber}

Date:
{invoiceDate}

Order No:
{purchaseOrder/reference}

Job No: {projectCode}
Job Description: **{projectName}**

Stage	Agreed Fee	Cumulative Amount Claimed to Date	Previously Claimed	This Clai
0 Strategic Definition	{fee}	{invoicedTDClose}	{invoicedTD}	{amoun
1 Preparation & Briefing	{fee}	{invoicedTDClose}	{invoicedTD}	{amoun
3 Spatial Coordination	{fee}	{invoicedTDClose}	{invoicedTD}	{amoun
4 Technical Design	{fee}	{invoicedTDClose}	{invoicedTD}	{amoun
5 Construction	{fee}	{invoicedTDClose}	{invoicedTD}	{amoun
6 Handover	{fee}	{invoicedTDClose}	{invoicedTD}	{amoun
7 In use	{fee}	{invoicedTDClose}	{invoicedTD}	{amoun
Disbursements	{fee}	{invoicedTDClose}	{invoicedTD}	{amoun
Sub-Total	**{totalFee}**	**{totalInvoicedTDClose}**	**{totalInvoicedTD}**	**{totalAmoun**
VAT (20%)				*{taxAmoun*
Total				**{grandTota**

This invoice is Now Due and Payable

Bank Details:

Business Name: {practiceName}
Sort Code: {xx-xx-xx}
Account Number: {xxxxxxxx}
Reference: {invoiceNumber}

Summary of Time Claimed

Name	Role	Hours	Rate	Amount
{employeeName}	{jobCategoryName}	{hours}	{rate}	{amount}
{employeeName}	{jobCategoryName}	{hours}	{rate}	{amount}
{employeeName}	{jobCategoryName}	{hours}	{rate}	{amount}
			Sub Total	{**totalAmount**}

Disbursement Breakdown

Date	Incurred By	Type	Amount
{date}	{name}	{type}	{amount}
{date}	{name}	{type}	{amount}
{date}	{name}	{type}	{amount}
		Sub Total	**{totalAmount}**