

Melbourn Community Hub

30 High Street

Melbourn

Cambridgeshire

SG8 6DZ

hubadmin@melbournhub.co.uk

VAT Registration No.: 276136590

Company Registration No. 08320569



Tax Invoice

INVOICE TO

Sophie Marriage
 Melbourn Parish Council
 30 High Street
 Melbourn
 Cambs
 SG8 6DZ

INVOICE NO. 1639**DATE** 30/09/2022**DUE DATE** 02/12/2022**TERMS** Net 30

ACTIVITY	QTY	RATE	VAT	AMOUNT
Room Rental - commercial Hire of Bennett Room by PCN for September 2022	13	25.00	No VAT	325.00
Rebill vaccination leaflets (1 sept)	1	150.00	No VAT	150.00
Rebill postage	1	5.95	20.0% S	5.95
Rebill Distribution door to door	1	150.00	No VAT	150.00
Rebill vaccination leaflets (16 sept)	1	64.00	No VAT	64.00
Rebill postage	1	5.95	20.0% S	5.95
Rebill Distribution door to door	1	150.00	20.0% S	150.00
Room Rental - commercial Hire of Austen Room 8th September 10:00 to 12:00	2	15.00	No VAT	30.00
Room Rental - commercial Hire of Norbury Room 13th September 09:00 to 13:00	4	10.00	No VAT	40.00

Payment should be made by BACS to :
 Unity Trust Bank
 Account Number: 20380027
 Sort Code: 60-83-01

Please use invoice number as payment reference number.

Alternatively payment by cheque to Melbourn Community Hub Management Group

ACTIVITY	QTY	RATE	VAT	AMOUNT
Catering booked to room Food and drink for carer's cafe (1st Sept)	1	17.50	20.0% S	17.50

Monies to be drawn from the Health S106 fund		SUBTOTAL		938.40
		VAT TOTAL		35.88
		TOTAL		974.28
		BALANCE DUE		£974.28

VAT SUMMARY

	RATE	VAT	NET
VAT @ 20%		35.88	179.40

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