

# EXAMPLE INVOICE

**Invoice Number** 123456  
**Invoice Date** 09-Nov-2022  
**Customer Reference** C0000000  
**GP Practice Code** L00000

EXAMPLE PROPERTY  
EXAMPLE LEASE  
EXAMPLE ROAD  
EXAMPLE TOWN  
EXAMPLE COUNTY  
POSTCODE

NHS Property Services Ltd  
EXAMPLE BUILDING  
EXAMPLE STREET  
EXAMPLE TOWN  
EXAMPLE COUNTY  
POSTCODE  
Company Registration Number: 00000000  
VAT Number: 000 000 00



customer.service@property.nhs.uk  
Phone - 0808 196 2045

Comments
Line X - Example comment

Property Reference	Property Name	Lease Reference	Lease Name	Payment Terms	Due Date
10000000	EXAMPLE PROPERTY	00000000	EXAMPLE LEASE	30 Days	09-Dec-2022

Charge Type	Charge Description	PO Number	From Date	To Date	VAT Rate/Code	Net	VAT	Gross
Rental Income	Rent	EXAMPLE PO	01-Jan-2023	31-Mar-2023	20.00 % / STD	1,000.00	200.00	1,200.00
Rates Income	Rates On Account	EXAMPLE PO	01-Jan-2023	31-Mar-2023	20.00 % / STD	500.00	100.00	600.00

<b>Totals</b>	1,500.00	300.00	1,800.00
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**Payment Details** - BACS/CHAPS Transfers and Cheques made payable to address above  
Bank Account Name : **NHS Property Services Limited** Account No: **XXXXXXXX** Sort Code: **XX-XX-XX**  
Please send Remittance advice to - **remittances@property.nhs.uk**  
Please quote customer lease and invoice number on all correspondence related to remittance.  
Unless a remittance is provided, the payment will be considered on account

VAT Summary			
Description	Rate	Net Total	VAT Total
Standard	20%	1,500.00	300.00