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| **Invoice to** | **Invoice from** | **Invoice Summary** |
| Fiona SteeleTreasurerAlliance for Financec/oDeputy General SecretaryAegis the Union1-3 Lochside Crescent, Edinburgh Park, Edinburgh EH12 9SEEmail: Fiona.Steele@aegistheunion.co.uk | ETAC HR ConsultancyThe Greys, Station RoadEast Tisted, AltonHampshireGU34 3QXPhone:+44 1420 588316/ +44 7720069383Email: k.watts.etac@outlook.com | Invoice Number2022/23.9.08Invoice Date 31 August 2022Payment Terms28 days from receipt of invoicePayment DetailsK T WattsSort code: 30-99-71Account No: 02097162Lloyds Bank, UKReference: Please state AFF and invoice number |

|  |  |
| --- | --- |
| **Date and description of work done** | **Total for day** |
| **August 2022**Work for AFF on: 2, 8, 12, 19, 22, 23, 24, 25, 30 August 2022Total 12 hours Charge rate - fixed rate for AFF, 2 daysTotal credit to carry forward is 14 hours from previous months.For August I will use 2 hours of credit for this invoice to bring it to 14 hours billed for the month. I will carry forward the remaining credit of 12 hours. | £420.00 |
| **Total of invoice, including expenses** | £420.00 |

Thank you

Kevin Watts

ETAC HR Consultancy