|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Your name | |  | |  | |
| Address | Email Address |  |  | | |
|  |  |  |  | |  |
| **BILLED TO**  University of Strathclyde  16 Richmond Street  Glasgow G1 1XQ  UK |  |  |  | |  |
| Invoice |  |  |  | |  |
| **DESCRIPTION** | **UNIT COST** | **QTY/HR RATE** | | **AMOUNT** |
| **INVOICE NUMBER**  00001  **DATE OF ISSUE**  Xx/xx/xxxx | \*\*\*\*EXAMPLE ONLY\*\*\*\* |  |  | |  |
| Tutoring Masters Students (December 2020) | **£120.00** | 3 | | **£360.00** |
|  |  |  | |  |
|  |  |  | |  |
|  |  |  |  | |  |
|  |  |  |  | | |
|  |  |  | **INVOICE TOTAL**  **£360. 00** | | |
| **\*\*\*\*PLEASE PROVIDE FULL DETAILS OF BANK ACCOUNT INFORMATION TO ALLOW THE UNIVERSITY TO MAKE PAYMENT\*\*\*\***  Information required (where applicable) includes:   * ACCOUNT NAME * IBAN No or Account No * Sort Code * NAME OF BANK * BANK ADDRESS * SWIFT/BIC Code * Routing Nos (US) * BSB/Branch Code (Australia) * IFSC (India) | |  |  | | |

