|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| payee name |  |  |  |  | INVOICE |
| address |   |  |  |  |  |  |
| address |   |  |  |  |  |  |
| address |   |  |  |  |  |  |
| address |   |  |  |  |  |  |
| address |   |  |  |  |  |  |
|  |  |  |  |  | Date |   |
| Phone |  | Fax |  |  |  |  |
|  |  |  |  |  |  |  |
| VAT Registration Number |  |  |  |  |  |
|  |  |  |  |  |  |  |
| *Billing Address* |  |  |  | *Delivery Address* |
| ***HANNAH OLIVER*** |   |  |  |  |  |
| **NHS BRIGHTON & HOVE CCG** |  |  | NHS Brighton & Hove CCG |
| **09D PAYABLES L685** |  |  |  | Hove Town Hall |
| **PHOENIX HOUSE** |  |  |  | Norton Road |
| **TOPCLIFFE LANE** |  |  |  | Hove |  |
| **WAKEFIELD** |  |  |  | BN3 4AH |  |
| **WF3 1WE** |  |  |  |   |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| Which quarter is this for?Please tick. | Q1 Apr – Jun | Q2 Jul - Sep | Q3 Oct - Dec | Q4 Jan - Mar |
|   |   |   |   |   |   |   |
| Account Number | Purchase Order No | Requisitioner | Delivery Note | Terms |
|   | n/a |   |   |   |
|   |   |   |   |   |   |   |
|  |  |  |  |  |  |  |
| Quantity | Description | Unit Price | Amount |
|   | **Cataract Referral and Post-Operative Service** |  |   |
|   | Referral per patient |  |   | 13.50  |   |
|   |   |  |  |   |  |   |
|   | Follow-up per patient |  |   | 25.00  |   |
|   |   |   |   |   |   |   |
|  |  |  |  |  |  |   |
|  Bank Details |  |  |  | Subtotal |  |
|  | Sort Code |   |  |  | Discount amount |   |
|  | Account Number |   |  |  | Postage |   |
|  OR Please make cheques payable to: |  |  | VAT |   |
|  Remittance Address | as above |  |  | **Total Due** | **£** |
|  |  |  |  |  |
|  |  |  |  |  |  |  |
| Supplier comments or instructions: |   |   |   |   |
|  |

**The Contractor shall invoice Brighton and Hove CCG for activity undertaken on a quarterly basis. This invoice should include a summary of the activity undertaken, eg 10 referrals and 5 follow up appointments, but should not contain any patient identifiable information. The Contractor is required to maintain an adequate record of activity that is available for audit on request.**