Serenity Chambers

## Cash Alternative To Leased Car

| Period | Entry Date | Transaction Reference Code | Our Ref | Their Ref | Customer/Supplier Name | Transaction Type | Transaction Description | Analysis 3 | Amount(Sum of Transaction) | |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 27/04/2015 | 24098 | | | | GJ | Cash Alternative | 300415 | 519.5 | |
| 2 | 25/05/2015 | 24246 | | | | GJ | Cash Alternative | 310515 | 519.5 | |
| 3 | 25/06/2015 | 24360 | | | | GJ | Cash Alternative | 300615 | 1009.15 | |
| 4 | 28/07/2015 | 24429 | | | | GJ | Cash Alternative | 310715 | 872.5 | |
| 5 | 07/09/2015 | 24534 | | | | GJ | Cash Alternative | 310815 | 519.5 | |
| 6 | 30/09/2015 | 24610 | | | | GJ | Cash Alternative | 300915 | 519.5 | |
| 7 | 07/10/2015 | 24627 | | | | GJ | Gen24360 25/6/15 Jto Gm39 | | -489.65 | Finance Adj |
| 7 | 07/10/2015 | 24627 | | | | GJ | Gen24429 28/7/15 Jto Gm39 | | -353 | Finance Adj |
| 7 | 26/10/2015 | 24668 | | | | GJ | Cash Alternative | 311015 | 519.5 | |
| 8 | 24/11/2015 | 24787 | | | | GJ | Cash Alternative | 301115 | 519.5 | |
| 9 | 23/12/2015 | 24876 | | | | GJ | Cash Alternative | 311215 | 519.5 | |
| 10 | 25/01/2016 | 24968 | | | | GJ | Cash Alternative | 310116 | 519.5 | |
| 11 | 24/02/2016 | 25083 | | | | GJ | Cash Alternative | 290216 | 519.5 | |
| 12 | 23/03/2016 | 25201 | | | | GJ | Cash Alternative | 310316 | 519.5 | |

Payroll transaction - no invoices

## Misc Training Expenses

| Period | Entry Date | Transaction Reference Code | Our Ref | Their Ref | Customer/Supplier Name | Transaction Type | Transaction Description | Analysis 3 | Amount(Sum of Transaction) |
|---|---|---|---|---|---|---|---|---|---|
| 4 | 08/07/2015 | 370070 | CE00749 | 28282 | ROFFEY PARK INSTITUTE LIMITED | PI | Attendance At Event At Roffey | | 5270 |

## Subs To Professional Bodies

| Period | Entry Date | Transaction Reference Code | Our Ref | Their Ref | Customer/Supplier Name | Transaction Type | Transaction Description | Analysis 3 | Amount(Sum of Transaction) |
|---|---|---|---|---|---|---|---|---|---|
| 5 | 16/09/2015 | 24562 | | | | GJ | Card - Renewal Of Annual Subscription | | 203 |
| 8 | 17/12/2015 | 24863 | | | | GJ | Card - Law Society Membership | | 352 |

UC 1

## Mobile Telephones

| Period | Entry Date | Transaction Reference Code | Our Ref | Their Ref | Customer/Supplier Name | Transaction Type | Transaction Description | Analysis 3 | Amount(Sum of Transaction) |
|---|---|---|---|---|---|---|---|---|---|
| 1 | 24/04/2015 | 366430 | MUL | ADJ87989421 | '3' | PI | Call Charges | | 13.32 |
| 3 | 08/06/2015 | 368249 | MUL | AEJ97477805 | '3' | PI | Call Charges | | 13.32 |
| 3 | 19/06/2015 | 369118 | FIN | AFJ05464622 | '3' | PI | Telephones | | 13.32 |
| 4 | 29/07/2015 | 371354 | FIN | AGJ13816755 | '3' | PI | Telephones | | 13.32 |
| 6 | 04/09/2015 | 373185 | FIN | AHJ21722779 | '3' | PI | Telephones | | 13.32 |

## Hospitality

| Period | Entry Date | Transaction Reference Code | Our Ref | Their Ref | Customer/Supplier Name | Transaction Type | Transaction Description | Analysis 3 | Amount(Sum of Transaction) |
|---|---|---|---|---|---|---|---|---|---|
| 4 | 25/08/2015 | 24508 | | | | GJ | Card - Hospitality | | 254.6 |
| 7 | 16/11/2015 | 24758 | | | | GJ | Card - Hospitality | | 81.66 |

## Leased Cars - Mileage Claims

| Period | Entry Date | Transaction Reference Code | Our Ref | Their Ref | Customer/Supplier Name | Transaction Type | Transaction Description | Analysis 3 | Amount(Sum of Transaction) |
|---|---|---|---|---|---|---|---|---|---|
| 4 | 28/07/2015 | 24429 | | | | GJ | Mileage Nt / Sdc Cash Alternative | 310715 | 56.7 |
| 8 | 24/11/2015 | 24787 | | | | GJ | Mileage Nt / Sdc Cash Alternative | 301115 | 72.36 |
| 12 | 23/03/2016 | 25201 | | | | GJ | Mileage Nt / Sdc Cash Alternative | 310316 | 97.02 |
| | | | | | | | | Sum: | 226.08 |

## Public Trans & Car Park Exps

| Period | Entry Date | Transaction Reference Code | Our Ref | Their Ref | Customer/Supplier Name | Transaction Type | Transaction Description | Analysis 3 | Amount(Sum of Transaction) |
|---|---|---|---|---|---|---|---|---|---|
| 5 | 16/09/2015 | 24562 | | | | GJ | Card - Train Travel To Conference. | | 213.2 |
| 10 | 19/02/2016 | 25062 | | | | GJ | Card - London & South East Trainstravel Ticket | | 147 |
| 12 | 11/04/2016 | 25278 | | | | GH | Card - Cp-Plus.Co.Uk - Car Park Ticket For Eastleigh Visit | | 12.3 |
| 12 | 11/04/2016 | 25278 | | | | GH | Card - London & South East - Train Ticket | | 68.5 |
| 12 | 11/04/2016 | 25278 | | | | GH | Card - London & South East - Train Ticket To London | | - 84.6 |
| 13 | 15/04/2016 | 25354 | | | | GR | Card -South Eastern - Folkestone | | 221.6 |

## Conferences Expenses

| Period | Entry Date | Transaction Reference Code | Our Ref | Their Ref | Customer/Supplier Name | Transaction Type | Transaction Description | Analysis 3 | Amount(Sum of Transaction) |
|---|---|---|---|---|---|---|---|---|---|
| 3 | 27/07/2015 | 24424 | | | | GJ | Card - Attendance For Jc And Sp At Annual Solace Conferenc | | 840 |
| 5 | 25/08/2015 | 24503 | | | | GJ | Harrogate Jchambers | | 266.75 |
| 8 | 19/11/2015 | 377538 | CE00771 | 29176 | ROFFEY PARK INSTITUTE LIMITED | PI | Attendance At A Conference At | | 2635 |
| 8 | 17/12/2015 | 24863 | | | | GJ | Card - Accommodation For Solace Conference | | 230 |
| | | | | | | | | Sum: | 3971.75 |

JC 2

# Roffey Park Institute Limited

Roffey Park Institute, Forest Road
Horsham, West Sussex, RH12 4TB
Telephone: +44 (0) 1293 851 644
Fax: +44 (0) 1293 851 565
e-mail: accounts@roffeypark.com

**To:**
Shepway District Council
Civic Centre
Castle Hill Avenue
Folkestone
Kent
CT20 2QY

# Invoice

| Account Ref: | SHEPWAY | Date & Tax Point: | 02/06/2015 | Number: | 28282 |
|---|---|---|---|---|---|
| Purchase Order No: | CE00749 | | | | |

| | Net Amount | VAT amount | Total amount |
|---|---|---|---|
| Jeremy Chambers re Self & Joanna Miller - Leading in a Digital Age (13/07/15 to 15/07/15) (Venue: Roffey Park Institute) | £5,270.00 | £1,054.00 | £6,324.00 |

| | |
|---|---|
| Net Total | £5,270.00 |
| VAT | £1,054.00 |
| Gross Total | £6,324.00 |

## Breakdown

| | Quantity | Price Per Unit | Amount | VAT Rate | VAT | Gross |
|---|---|---|---|---|---|---|
| Jeremy Chambers re Self & Joanna Miller - Leading in a Digital Age (13/07/15 to 15/07/15) | | | | | | |
| Programme Fee | 2.00 | £2,635.00 Inc. discount | £5,270.00 | 20.00% | £1,054.00 | £6,324.00 |

| | |
|---|---|
| Payment terms: | Within 30 days of invoice date |
| Payment methods: | **Payable to Roffey Park Institute Limited (Cheques to Accounts at the above address)** |
| BACS transfers to: | HSBC Bank PLC; Sort Code: 40-24-33; Account No: 21040170 |
| European Customers: | MIDLGB22 (HSBC Bank PLC) in favour of IBAN: GB82MIDL40243321040170 |

VAT No: 821 7979 00
Roffey Park Institute Limited is a Charity Registered No: 254591

v1.1.0

**From:** SOLACE Accounts [finance@solace.org.uk]
**Sent:** 17 July 2015 16:12
**To:** Chambers, Jeremy
**Subject:** Payment successful

Dear Jeremy Chambers

Thank you for making an online payment to SOLACE.

You have paid **£203.00** for **Invoice No: INV03934-**[redacted]

If your payment is for SOLACE membership you will begin to receive membership benefits from here onwards.

If your payment is for a SOLACE event you will receive final event details around 7 days before your attendance.

If your payment is for services or products we will ensure they are made available to you.

This is your receipt for payment, if you have any queries related to this payment please ring the SOLACE office on 0845 652 4010.

Kind regards

Vici Nicholson
Head of Membership Services
Solace Group

JC5


# INVOICE

TO PAY BY BACS, PLEASE CREDIT THE LAW SOCIETY -
ACCOUNT NO: 43577902
SORT CODE: 20-32-29
SWIFT CODE: BARCGB22
IBAN NO: GB79 BARC 2032 2943 5779 02
ALL PAYMENTS MUST QUOTE YOUR INVOICE NUMBER
PAYMENTS WHICH CAN NOT BE IDENTIFIED WILL BE RETURNED TO THE ORIGINATOR
BANK CHARGES MUST BE PAID

THE LAW SOCIETY

The Law Society
The Cube
199 Wharfside Street
Birmingham B1 1RN
England
DX 720293 Birmingham 47
VAT Registration No: GB 239 2147 63

SHEPWAY DISTRICT COUNCIL
SHEPWAY DISTRICT COUNCIL, CIVIC CENTRE
CASTLE HILL AVENUE

FOLKESTONE
KENT
CT20 2QY
UNITED KINGDOM

Page 1 of 1
Invoice Number: CRM01224438
Date / Tax Point: 27/10/2015
Date Due: 27/10/2015
Customer ID: [redacted]
Customer VAT No:

| SRA No | Name | Description | Quantity | Price | Amount |
|---|---|---|---|---|---|
| 389762 | Jeremy Chambers | PC Fees - 2015/2016 | 1 | £320.00 | £320.00 |
| 389762 | Jeremy Chambers | PC Compensation Fund 2015/2016 | 1 | £32.00 | £32.00 |
| | | | | Sub Total | £352.00 |
| | | | | VAT | £0.00 |
| | | | | **Total** | £352.00 |
| | | | | **Amount Paid** | (£352.00) |
| | | | | **Total Due** | £0.00 |

**VAT Summary:**

| VAT% | Net | VAT |
|---|---|---|
| OUT | £352.00 | £0.00 |

Application enquiries: e-mail: contactcentre@sra.org.uk Tel: 0370 606 2555 (inside the UK) and +44(0)121 329 6800 (outside the UK)

300977 J Chambers £13.32 UC6

Invoice period
Up to 03 Apr 15

Account number
[redacted]

3 VAT Reg. No.
GB 760 7292 22

Invoice number
ADJ87989421

Invoice date & tax point
04 Apr 15

CORPORATE
13 APR 2015
POST ROOM

Three.co.uk

000188 H3LG549A

Shepway District Council
Shepway District Council
Co02316 Castle Hill Avenue
Folkestone
Kent
CT20 2QY

3 Business Services
Hutchison 3G UK Ltd, PO Box 333
Glasgow, G2 9AG
03333003000

193827209454

## Your 3 for Business invoice

| | |
|---|---|
| Total charge excluding VAT | £333.10 |
| VAT at 20.0% on £333.100 | 66.62 |
| Total charge including VAT | £399.72 |
| **Total due** | **£399.72** |

22/4/15

The total amount is due for payment by 05 May 2015. Please see the back of this page for information on ways your company can pay this invoice.

19433

003217

bank giro credit

Bill no. ADJ87989421 Amount £399.72 Account no. 9382720945

Cashier's stamp and initials

Paid in by

Date

No. of items

Fee

Shepway District Counc
Shepway District Cou
Co02316 Castle Hill
Folkestone
Kent
CT20 2QY

Please make cheques payable to 3
Please write your 3 account number on the back of your cheque

HSBC Bank PLC
Head Office Collection Account
3

42-95-03

Please do not write or mark below this line and do not fold this counterfoil

TOTAL CASH

CHEQUES/ POSTAL ORDERS

£

RR Donnelley BGC 2009/03

<200901819382720945< 429503+ 40295035< 73 X

# Ways to pay.

**There are lots of different ways to pay your bill.**
**We recommend setting up a regular payment by Direct Debit or by BACS.**


## Direct Debit.

This is the easiest and quickest way to pay your bill. To set up a Direct Debit call 337 from a Three phone or 03333 003 000 (charged at 5p per minute from a BT landline, other networks may vary) with your 10-digit account number and bank details.

## Telephone banking.

Use your banks automated system to set up bill payments using these details:

- Sort Code 40-02-50
- Account Number 81238817
- Your Three account number which is on the front of this bill

It will take up to 3 working days for your payment to reach us.

## BACS.

- Sort Code 40-02-50
- Account Number 81238817
- Your Three account number which is on the front of this bill
- Name of your business

Please forward your remittance advice to:
Three Payments Team, PO Box 3, Camberley, GU15 3QS.

It will take up to 3 working days for your payment to reach us.

## In person.

Complete the Bank Giro Slip at the bottom of this bill (if you're not on Direct Debit), detach and take it to your bank to pay in cash or by cheque. Some banks may charge for this service.
It will take up to 3 working days for your payment to reach us.

## By cheque.

Please make cheques payable to Three and write your Three account number on the back, shown on the front of your bill. Then complete the Bank Giro Slip at the bottom of the bill and send it with your cheque to:
Three Payments Team, PO Box 3,
Camberley, GU15 3QS.

It will take up to 5 working days for your payment to reach us.

## By Card.

Pay your bills by using your Visa, MasterCard or Amex card. Just call us on 337 from your Three phone to make a payment.

# Answering your questions.

**Why is my bill higher than the monthly charge I signed up for?**
If this is your first bill it is made up of 2 charges:

- The first charge covers your costs for the first 5-8 days of joining so you can start using Three straightaway.
- The second charge is the first full monthly charge plus any Add-ons or subscriptions.
  You'll only see this charge on subsequent bills.

For all other bills:
This could be because you've subscribed to a new service or if you've gone over your monthly allowance, for example if you use more minutes than included in your package. For details on charges go to Three.co.uk/priceguide

**When does my monthly allowance restart?**
Your monthly allowance starts again every bill date, which you'll see on your bill.

**I don't understand my bill?**
We have an interactive guide to help you in our Help & Support pages at Three.co.uk/businessbill

**How can I keep track of my business usage?**
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J Chambers £13.32 UCT

Invoice period
Up to 03 May 15

Account number
[redacted]

3 VAT Reg. No.
GB 760 7292 22

Invoice number
AEJ97477805

Invoice date & tax point
04 May 15

CORPORATE
12 MAY 2015
POST ROOM

Three.co.uk

000118 H3LG907A

Shepway District Council
Shepway District Council
Co02316 Castle Hill Avenue
Folkestone
Kent
CT20 2QY

3 Business Services
Hutchison 3G UK Ltd, PO Box 333
Glasgow, G2 9AG
03333003000

193827209454

## Your 3 for Business invoice

| | |
|---|---|
| Total charge excluding VAT | £333.10 |
| VAT at 20.0% on £333.100 | 66.62 |
| Total charge including VAT | £399.72 |
| **Total due** | **£399.72** |

Cost centre breakdown attached

£333.10
12/5/15

The total amount is due for payment by **03 June 2015**. Please see the back of this page for information on ways your company can pay this invoice.

1399

002200

bank giro credit

Bill no. AEJ97477805 Amount £399.72 Account no. 9382720945

Cashier's stamp and initials

Paid in by

Date

No. of items

Fee

Shepway District Counc
Shepway District Cou
Co02316 Castle Hill
Folkestone
Kent
CT20 2QY

Please make cheques payable to 3
Please write your 3 account number on the back of your cheque

HSBC Bank PLC
Head Office Collection Account
3

42-95-03

TOTAL CASH

CHEQUES/ POSTAL ORDERS

£

Please do not write or mark below this line and do not fold this counterfoil

RR Donnelley BGC 2003/03

<2009118193827209 45< 429503+ 40295035< 73 X

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Three.co.uk

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J Chambers £13.32 JC8

Invoice period
Up to 03 Jun 15

Account number
[redacted]

3 VAT Reg. No.
GB 760 7292 22

Invoice number
AFJ05464622

Invoice date & tax point
04 Jun 15

Three.co.uk

000136 H3LG270A

Shepway District Council
Shepway District Council
Co02316 Castle Hill Avenue
Folkestone
Kent
CT20 2QY

Corporate Post Room

11 JUN 2015

3 Business Services
Hutchison 3G UK Ltd, PO Box 333
Glasgow, G2 9AG
03333003000

193827209454

## Your 3 for Business invoice

| | |
|---|---|
| Total charge excluding VAT | £333.10 |
| VAT at 20.0% on £333.100 | 66.62 |
| Total charge including VAT | £399.72 |
| **Total due** | **£399.72** |

£ 333.10
See attached
break down
19/6/15

Supplier 300971
Supp Name '3'
System Ref PSU / 369118
Inv Ref FIN
Inv Date 11-JUN-15
Inv Value 399.72

The total amount is due for payment by **06 July 2015**. Please see the back of this page for information on ways your company can pay this invoice.

002501

bank giro credit

Bill no. AFJ05464622 Amount £399.72 Account no. 9382720945

Cashier's stamp and initials

Paid in by

Date

No. of items

Fee

Shepway District Counc
Shepway District Cou
Co02316 Castle Hill
Folkestone
Kent
CT20 2QY

Please make cheques payable to 3
Please write your 3 account number on the back of your cheque

HSBC Bank PLC
Head Office Collection Account
3

42-95-03

Please do not write or mark below this line and do not fold this counterfoil

TOTAL CASH

CHEQUES/ POSTAL ORDERS

£

RR Donnelley BGC 2003/03

<2009212193827209 45< 429503+ 40295035< 73 X

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## In person.

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Three Payments Team, PO Box 3,
Camberley, GU15 3QS.

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To protect your privacy, we can only discuss the account with the business administrator. When calling we'll ask a few questions (including the password which was set up during registration) to make sure we're speaking to the right person.

J Chambers £13.32

| Invoice period | Account number | 3 VAT Reg. No. |
|---|---|---|
| Up to 03 Jul 15 | [redacted] | GB 760 7292 22 |
| **Invoice number** | **Invoice date & tax point** | |
| AGJ13816755 | 04 Jul 15 | |

Corporate Post Room

13 JUL 2015

Three.co.uk

000119 H3LG602A

Shepway District Council
Shepway District Council
Co02316 Castle Hill Avenue
Folkestone
Kent
CT20 2QY

[redacted]

3 Business Services
Hutchison 3G UK Ltd, PO Box 333
Glasgow, G2 9AG
03333003000

193827209454

## Your 3 for Business invoice

| | |
|---|---|
| Total charge excluding VAT | £333.10 |
| VAT at 20.0% on £333.100 | 66.62 |
| Total charge including VAT | £399.72 |
| **Total due** | **£399.72** |

**Calling 084, 087, 09 or 118 numbers?**
From 1 July, call charges to 084, 087, 09 and 118 numbers will be split into two parts: an access charge (set by Three) and a service charge (set by the organisation you're calling).
Any calls made to these numbers after this date will appear in a new service numbers section of your bill.
What's more, 0800 and 0808 numbers are now free.
See Three.co.uk/specialcall for more info.

See attached breakdown.
£333.10
22/7/15

The total amount is due for payment by 03 August 2015. Please see the back of this page for information on ways your company can pay this invoi

Supplier 300971
Supp Name '3'
System Ref PSU / 371354
Inv Ref FIN
Inv Date 13-JUL-15
Inv Value 399.72

bank giro credit

Bill no. AGJ13816755 Amount £399.72 Account no. 9382720945

Cashier's stamp and initials

Paid in by

Date

No. of items

Fee

Shepway District Counc
Shepway District Cou
Co02316 Castle Hill
Folkestone
Kent
CT20 2QY

Please make cheques payable to 3
Please write your 3 account number on the back of your cheque

HSBC Bank PLC
Head Office Collection Account
3
42-95-03

TOTAL CASH

CHEQUES/ POSTAL ORDERS

£

Please do not write or mark below this line and do not fold this counterfoil

<200931609382720945< 429503+ 40295035< 73 X

RR Donnelley BGC 200303

# Ways to pay.

**There are lots of different ways to pay your bill.**
**We recommend setting up a regular payment by Direct Debit or by BACS.**


## Direct Debit.

This is the easiest and quickest way to pay your bill. To set up a Direct Debit call 337 from a Three phone or 03333 003 000 (Standard call rates apply) with your 10-digit account number and bank details.

## Telephone banking.

Use your banks automated system to set up bill payments using these details:

- Sort Code 40-02-50
- Account Number 81238817
- Your Three account number which is on the front of this bill

It will take up to 3 working days for your payment to reach us.

## BACS.

- Sort Code 40-02-50
- Account Number 81238817
- Your Three account number which is on the front of this bill
- Name of your business

Please forward your remittance advice to:
Three Payments Team, PO Box 3, Camberley, GU15 3QS.

It will take up to 3 working days for your payment to reach us.

## In person.

Complete the Bank Giro Slip at the bottom of this bill (if you're not on Direct Debit), detach and take it to your bank to pay in cash or by cheque. Some banks may charge for this service.
It will take up to 3 working days for your payment to reach us.

## By cheque.

Please make cheques payable to Three and write your Three account number on the back, shown on the front of your bill. Then complete the Bank Giro Slip at the bottom of the bill and send it with your cheque to:
Three Payments Team, PO Box 3,
Camberley, GU15 3QS.

It will take up to 5 working days for your payment to reach us.

## By Card.

Pay your bills by using your Visa, MasterCard or Amex card. Just call us on 337 from your Three phone to make a payment.

# Answering your questions.

**Why is my bill higher than the monthly charge I signed up for?**
If this is your first bill it is made up of 2 charges:

- The first charge covers your costs for the first 5-8 days of joining so you can start using Three straightaway.
- The second charge is the first full monthly charge plus any Add-ons or subscriptions.
  You'll only see this charge on subsequent bills.

For all other bills:
This could be because you've subscribed to a new service or if you've gone over your monthly allowance, for example if you use more minutes than included in your package. For details on charges go to Three.co.uk/priceguide

**When does my monthly allowance restart?**
Your monthly allowance starts again every bill date, which you'll see on your bill.

**I don't understand my bill?**
We have an interactive guide to help you in our Help & Support pages at Three.co.uk/businessbill

**How can I keep track of my business usage?**
You can download the bill analyser, our free software for all Business account holders. The bill analyser gives you an instant picture of your usage in simple chart and table format as well as detail where you need it. Find out more at Three.co.uk/businesshelp

# Need more help?

Have a look at our website as we've lots of helpful information there.

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Call 337 from your Three phone or call us on 03333 003 000 from any other line (Standard call rates apply).

To protect your privacy, we can only discuss the account with the business administrator. When calling we'll ask a few questions (including the password which was set up during registration) to make sure we're speaking to the right person.

J Chambers £15.32

Invoice period
Up to 03 Aug 15

Account number
[redacted]

3 VAT Reg. No.
GB 760 7292 22

Invoice number
AHJ21722779

Invoice date & tax point
04 Aug 15

Corporate Post Room

11 AUG 2015

Three.co.uk

000116 H3LG037A

Shepway District Council
Shepway District Council
Co02316 Castle Hill Avenue
Folkestone
Kent
CT20 2QY

Supplier 300971
Supp Name '3'
System Ref PSU / 373185
Inv Ref FIN
Inv Date 11-AUG-15
Inv Value 399.72

3 Business Services
Hutchison 3G UK Ltd, PO Box 333
Glasgow, G2 9AG
03333003000

193827209454

## Your 3 for Business invoice

| | |
|---|---|
| Total charge excluding VAT | £333.10 |
| VAT at 20.0% on £333.100 | 66.62 |
| Total charge including VAT | £399.72 |
| **Total due** | **£399.72** |

**Calling 084, 087, 09 or 118 numbers?**
From 1 July call charges to 084,087, 09 and 118 numbers are split into two clear parts: an access charge (set by Three) and a service charge (set by who you're calling).
Calls made to these numbers now appear in a new service numbers section of your bill. See Three.co.uk/special call for more info.
For a full explanation of your bill visit our website www.three.co.uk
What's more, 0800 and 0808 numbers are now free.
See Three.co.uk/specialcall for more info.

Please see attached breakdown
£333.10
1/9/15

The total amount is due for payment by **03 September 2015**. Please see the back of this page for information on ways your company can pay this invoice.

bank giro credit

Bill no. AHJ21722779 Amount £399.72 Account no. 9382720945

Cashier's stamp and initials

Paid in by

Date

No. of items

Fee

Shepway District Counc
Shepway District Cou
Co02316 Castle Hill
Folkestone
Kent
CT20 2QY

Please make cheques payable to 3
Please write your 3 account number on the back of your cheque

HSBC Bank PLC
Head Office Collection Account
3

42-95-03

Please do not write or mark below this line and do not fold this counterfoil

TOTAL CASH

CHEQUES/ POSTAL ORDERS

£

<2009424193827209 45< 429503+ 40295035< 73 X

RR Donnelley BGC 2003/03

002107

213

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**For any other queries.**
Call 337 from your Three phone or call us on 03333 003 000 from any other line ("Standard call rates apply").

To protect your privacy, we can only discuss the account with the business administrator. When calling we'll ask a few questions (including the password which was set up during registration) to make sure we're speaking to the right person.

Hospitality

# blooms

**restaurant/bar**

**@the 1/4**
2-4 South Street

Folkestone CT20 1RW
Telephone:01303 250 397
VAT No:GB702496150

**Order Ref:** 130515

**Table No:** R12,R13

| Description | Total |
|---|---|
| **Restaurant** | |
| PERONI | 10.50* |
| 3.00 @3.50 | |
| D.COKE BTL | 4.00* |
| 2.00 @2.00 | |
| GARDUCCI PINO 175ML | 4.50* |
| LIME & SODA | 1.50* |
| TONIC | 1.20* |
| RICE BALLS | 6.95* |
| BRUSHETTA | 20.85* |
| 3.00 @6.95 | |
| SCOTCH EGG | 13.90* |
| 2.00 @6.95 | |
| GAMBORONI | 27.80* |
| 4.00 @6.95 | |
| BLOOMS BURGER | 27.90* |
| 2.00 @13.95 | |
| PIZZA PICCANTE | 11.95* |
| FLORENTINA PIZZA | 11.95* |
| GOATS CHEESE FRITATTA | 11.95* |
| AVO SALAD | 11.95* |
| CHICKEN CAESAR | 25.90* |
| 2.00 @12.95 | |
| LINGUINE FDM | 14.95* |
| TRAWLER PIE | 14.95* |
| D.COKE BTL | 6.00* |
| 3.00 @2.00 | |
| LIME & SODA | 4.50* |
| 3.00 @1.50 | |
| TONIC | 1.20* |
| AMERICANO BLACK | 5.90* |
| 2.00 @2.95 | |
| AMERICANO WHITE | 8.85* |
| 3.00 @2.95 | |
| CAPPUCINO | 2.95* |
| MACHIATTO | 2.50* |
| **Grand Total** | **254.60** |

**Number Of Items** 42

**Payment Details**

| | |
|---|---|
| **Paid By Card** | 254.60 |
| **Change** | 0.00 |

You have been served by Blooms .

03/06/2015 12:34:17

SERVICE CHARGE NOT INCLUDED

BLOOMS @ THE 1/4
FOLKESTONE

M**********91852
TID****6140
AID : A0000000031010
VISACREDIT

VISA
**** **** **** 7723
ICC PAN.SEQ 01

SALE
CARDHOLDER COPY
PLEASE KEEP THIS RECEIPT
FOR YOUR RECORDS

| | |
|---|---|
| AMOUNT | £81.66 |
| GRATUITY | £0.00 |
| TOTAL | £81.66 |

Verified by PIN
THANK YOU
15:06 23/09/15
AUTH CODE: 056127

# blooms

**restaurant/bar**

@the 1/4
2-4 South Street

Folkestone CT20 1RW
Telephone:01303 250 397
VAT No:GB702496150

Order Ref: 136836

Table No: R13

| Description | Total |
|---|---|
| **Restaurant** | |
| FRUIT | |
| JUICES | 2.00* |
| SAN PELLEGRINO | |
| SCOTCH EGG | 2.00* |
| 2.00 @6.95 | 13.90* |
| TRAWLER PIE | |
| BATTERED FISH | 14.95* |
| COKE | 12.95* |
| THE CLASSIC | 2.00* |
| FRUIT | 15.00* |
| JUICES | 2.00* |
| CAPPUCINO | |
| CRUMBLE | 2.95* |
| DESSERT £6.95 | 6.96* |
| | 6.95* |
| Grand Total | 81.66 |

Number Of Items 12

**Payment Details**

Paid By Card 81.66
Change 0.00

You have been served by . Blooms .

23/09/2015 13:23:16

:VICE CHARGE NOT INCLUDED

Hospitality

JC14

JC13

Mileage claims - receipts



Jeremy Chambers

**TESCO**
Petrol Filling Station
FOLKESTONE PFS 0345 6779273

Why not try grocery shopping
at Tesco.com?
1 hour delivery slots from £1,
Free Click + Collect groceries
when you spend £25 or more.
Selected stores at selected times only
Subject to availability

---

PUMP # 8 DIESEL [CU]
37.22 litre @ 120.9 P/L £45.00 C

| | | |
|---|---|---|
| TOTAL | | £45.00 |
| XTR STRG MNT | * | £0.60 C |
| SOFTMINTS | * | £0.60 C |
| MENTOS FRUITS | * | £0.60 C |
| FRESH MILK | | £1.00 A |
| SUB-TOTAL | | £47.80 |
| YOUR SAVINGS | | |
| CONFEC OR BISC 3 FOR 1.20 | | -0.60 |
| TOTAL SAVINGS | | -0.60 |
| TOTAL TO PAY | | £47.20 |
| MASTERCARD SALE | | £47.20 |
| CHANGE DUE | | £0.00 |

VAT RECEIPT SUMMARY

| Rate | NET | VAT |
|---|---|---|
| A 0% VAT | £1.00 | £0.00 |
| C 20% VAT | £38.50 | £7.70 |
| VAT TOTA | £39.50 | £7.70 |

VAT NO: 220430231

**********
JOIN CLUBCARD TODAY
This visit could have earned you
2x Clubcard points
To join, visit tesco.com/clubcard/join
text 'Join' to 80850 or call us on
either 0800 591688 or 0330 1231688
**********

25/06/15 8:51 3841 081 2510

**TESCO**
Petrol Filling Station
FOLKESTONE PFS 0345 6779273

Why not try grocery shopping
at Tesco.com?
1 hour delivery slots from £1,
Free Click + Collect groceries
when you spend £25 or more.
Selected stores at selected times only
Subject to availability

---

PUMP # 2 DIESEL [CU]
68.70 litre @ 117.9 P/L £81.00 C

| | | |
|---|---|---|
| SOFTMINTS | * | £0.60 C |
| XTR STRG MNT | * | £0.60 C |
| MENTOS FRUITS | * | £0.60 C |
| SUB-TOTAL | | £82.80 |
| YOUR SAVINGS | | |
| CONFEC OR BISC 3 FOR 1.20 | | -0.60 |
| TOTAL SAVINGS | | -0.60 |
| TOTAL TO PAY | | £82.20 |
| MASTERCARD SALE | | £82.20 |
| CHANGE DUE | | £0.00 |

VAT RECEIPT SUMMARY

| Rate | NET | VAT |
|---|---|---|
| C 20% VAT | £68.50 | £13.70 |

VAT NO: 220430231

CLUBCARD STATEMENT

| | |
|---|---|
| CLUBCARD NUMBER | **********4864 |
| QUALIFYING SPEND | £1.20 |
| POINTS THIS VISIT | 41 |
| TOTAL UP TO 09/03/15 | 388 |
| TOTAL INCLUDES : | |
| GREEN CLUBCARD POINTS | 6 |

CLUBCARD FUEL SAVE

Big or small, every shop counts towards fuel savings

For every £50 you spend you'll earn 2p off a litre of fuel. You don't have to spend £50 in one go, just scan your Clubcard every time you shop and your fuel savings will build up across the month. There's no limit to the number of fuel savings you can earn each month, but the maximum you can use in one go is 20p per litre. When you're ready to redeem, visit a Tesco Petrol Station, fill up and pay less. Find out more at tesco.com/fuelsave

0/03/15 8:16 3841 082 3014 4737

**TESCO**
Petrol Filling Station
FOLKESTONE PFS 0345 677

Why not try grocery shop
at Tesco.com?
1 hour delivery slots fro
Free Click + Collect groc
when you spend £25 or m
Selected stores at selected t
Subject to availabili

PUMP # 4 DIESEL [CU]
72.80 litre @ 120.9 P/L

| | | |
|---|---|---|
| TOTAL | | £8 |
| CRISPS | * | |
| XTR STRG MNT | * | |
| DRINKS | * | |
| TOTAL | | £9 |
| MASTERCARD SALE | | |
| CHANGE DUE | | |

VAT RECEIPT SUMMARY

| Rate | NET | VAT |
|---|---|---|
| C 20% VAT | £75.33 | |

VAT NO: 220430231

JOIN CLUBCARD TO
This visit could have earned
46 Clubcard points
To join, visit Tesco.com/clubcar
text 'Join' to 80850 or call
either 0800 591688 or 0330 12

18/06/15 10:56 3841 081 2510

Sainsbury's
live well for less

WEST PARK FARM : 01303 850810
Sainsbury's Supermarkets Ltd
33 Holborn London EC1N 2HT
www.sainsburys.co.uk
Vat Number : 660 4548 36

Diesel Pump: 16
68.07 Litres @ £1.109 £75.49 C

BALANCE DUE £75.49

MASTERCARD £75.49
[ICC] **** **** **** 7222
AID: A0000000041010
PAN SEQ : 01
MERCHANT: ***50183
AUTH CODE: 005839

PIN Verified

**********

VAT RECEIPT SUMMARY - FUEL ONLY

| RATE | NET | VAT | TOTAL |
|---|---|---|---|
| C20.0% | £62.91 | £12.58 | £75.49 |

VAT NUMBER:660 454 836

**********

**********

WITH NECTAR TODAY YOU WOULD HAVE EARNED:
POINTS FOR FUEL 68
EXTRA POINTS 612
REGISTER AT www.nectar.com

**********

#3538 19:15:58 02OCT2015
S00057 R180

2 of 3

Sainsbury's
live well for less
WEST PARK FARM : 01303 850810

Sainsbury's Supermarkets Ltd
33 Holborn London EC1N 2HT
www.sainsburys.co.uk
Vat Number : 660 4548 36

*DIESEL PUMP #16
38.190L @ £0.999 £38.15 C
*WRIGLEY AIRWAVES £2.00

2 BALANCE DUE £40.15
MASTERCARD £40.15
[ICC] **** **** **** 7721
AID: A0000000041010
PAN SEQUENCE: 01
MERCHANT: ***62093
AUTH CODE: 007594

PIN Verified

CHANGE £0.00

---

VAT RECEIPT SUMMARY - FUEL ONLY

| Rate | NET | VAT | TOTAL |
|---|---|---|---|

Public transport.

southeastern.

Folkestone Central

=== CARD PAYMENT ===

Station Approach
Folkestone
CT19 5HB
AID:A0000000031010
VISACREDIT
Card: **********7723
Pan Seq Nr: 01
ICC
SALE
Amount :
GBP213.20
PIN VERIFIED
Auth: 066944
Ref: 028561
Merchant: ***49201
TID: ****0515
9863B88261541E78 40
Date: 30/06/15 Time: 07:05:34

CARDHOLDER COPY
PLEASE RETAIN FOR YOUR RECORDS

Card Payment Ref: 2415150014DE

5035T01W30M1515 0702 5571 07:05 30-06-15

THANK YOU FOR YOUR CUSTOM
AND TRAVELLING WITH SOUTHEASTERN
www.southeasternrailway.co.uk

RBS
The Royal Bank of Scotland

Purchasing Card

STATEMENT OF ACCOUNT

[redacted]

MR JEREMY ROBERT CHAMBERS
Shepway Dc
Civic Centre
Castle Hill Avenue
Folkestone
**CT20 2QY**

COMMERCIAL CARDS DIVISION
PO BOX 5747
SOUTHEND-ON-SEA SS1 9AJ
Telephone: 0370 154 1234
Facsimile: 0845 878 9755
Monday - Friday: 08.00 - 18.00
Saturday: 09.00 - 13.00

**PLEASE QUOTE THIS ACCOUNT NUMBER**
[redacted]
**IN ALL CORRESPONDENCE**

COPY

Statement date
28 December 2015

Credit Limit £5,000

Company Number: 0818113

| POST DATE | TRAN DATE | BANK REFERENCE | YOUR REF | NAME/DESCRIPTION | TRANSACTION VALUE | |
|---|---|---|---|---|---|---|
| 30 NOV | 27 NOV | 70956267 | | [redacted] | [redacted] | |
| 30 NOV | 27 NOV | 61488023 | | LONDON & SOUTH EAS FOLKESTONE | 73.50 | no receipt |
| 04 DEC | 03 DEC | 00326118 | | [redacted] | [redacted] | |
| 10 DEC | 09 DEC | 78612039 | | [redacted] | [redacted] | |
| 14 DEC | 11 DEC | 78178397 | | [redacted] | [redacted] | |
| 14 DEC | 11 DEC | 45287223 | | LONDON & SOUTH EAS FOLKESTONE | 73.50 | no receipt |
| 21 DEC | 18 DEC | 05883785 | | [redacted] | [redacted] | |
| | | | | TOTAL | [redacted] | |

£147.00



JC 16

1 of 3

RBS
The Royal Bank of Scotland

Purchasing Card

STATEMENT OF ACCOUNT

[redacted]

MR JEREMY ROBERT CHAMBERS
Shepway Dc
Civic Centre
Castle Hill Avenue
Folkestone
**CT20 2QY**

COMMERCIAL CARDS DIVISION
PO BOX 5747
SOUTHEND-ON-SEA SS1 9AJ
Telephone: 0370 154 1234
Facsimile: 0845 878 9755
Monday - Friday: 08.00 - 18.00
Saturday: 09.00 - 13.00

**PLEASE QUOTE THIS ACCOUNT NUMBER**
[redacted]
**IN ALL CORRESPONDENCE**

COPY

Statement date
28 February 2016

Credit Limit £5,000

Company Number: 0818113

| POST DATE | TRAN DATE | BANK REFERENCE | YOUR REF | NAME/DESCRIPTION | TRANSACTION VALUE |
|---|---|---|---|---|---|
| 03 FEB | 02 FEB | 37625036 | | [redacted] | [redacted] |
| 03 FEB | 02 FEB | 37753036 | | [redacted] | [redacted] |
| 12 FEB | 11 FEB | 72385954 | | [redacted] | [redacted] |
| 12 FEB | 11 FEB | 33190565 | | LONDON & SOUTH EAS FOLKESTONE | 68.50 |
| 18 FEB | 17 FEB | 79296173 | | [redacted] | [redacted] |
| 18 FEB | 17 FEB | 78404329 | | [redacted] | [redacted] |
| 18 FEB | 17 FEB | 02479852 | | LONDON & SOUTH EAS FOLKESTONE | 84.60 |
| 19 FEB | 18 FEB | 96721239 | | [redacted] | [redacted] |
| 24 FEB | 23 FEB | 74281555 | | [redacted] | [redacted] |
| | | | | TOTAL | [redacted] |



JC17

2 of 3

JC18

southeastern

Folkestone Central

=== CARD PAYMENT ===

Station Approach
Folkestone
CT19 5HB
AID:A0000000031010
VISACREDIT
Card: **********7723
Pan Seq Nr: 01
ICC
SALE
Amount :
GBP68.50
PIN VERIFIED
Auth: 001357
Ref: 016580
Merchant: ***49201
TID: ****0515
7F2D392D50179E85 40
Date: 11/02/16 Time: 07:13:12

CARDHOLDER COPY
PLEASE RETAIN FOR YOUR RECORDS

Card Payment Ref: 241515001YS8

5035T01W30M1515 7781 5191 07:13 11-02-16

THANK YOU FOR YOUR CUSTOM
AND TRAVELLING WITH SOUTHEASTERN
www.southeasternrailway.co.uk

3of3

JC14

southeastern.

Folkestone Central

You were served by Pauline

OFF-PEAK TCDSTD £42.30
FOLKESTONE STNS - LONDON ZONES 1-6
Valid on 17/02/2016
1 Adult Ticket no:43406

OFF-PEAK TCDSTD £42.30
FOLKESTONE STNS - LONDON ZONES 1-6
Valid on 17/02/2016
1 Adult Ticket no:43407

==========

BALANCE DUE £84.60

VISA £84.60

5035T01W30M1515 0303 1640 10:48 17-02-16

* 11005329722274744 *

THANK YOU FOR YOUR CUSTOM
AND TRAVELLING WITH SOUTHEASTERN
www.southeasternrailway.co.uk

1of2

JC20

southeastern

Folkestone Central

You were served by Diana

ANYTIME DAY TC £74.20
FOLKESTONE STNS - LONDON ZONES 1-6
Valid on 09/03/2016
1 Adult Ticket no:50773

ANYTIME DAY TC £74.20
FOLKESTONE STNS - LONDON ZONES 1-6
Valid on 09/03/2016
1 Adult Ticket no:50774

==========

BALANCE DUE **£148.40**

VISA £148.40

5035T01W30M1515 7781 8488 08:42 08-03-16

* 18843329722270124 *

THANK YOU FOR YOUR CUSTOM
AND TRAVELLING WITH SOUTHEASTERN
www.southeasternrailway.co.uk

southeastern

Folkestone Central

=== CARD PAYMENT ===

Station Approach
Folkestone
CT19 5HB
AID:A0000000031010
VISACREDIT
Card: **********7723
Pan Seq Nr: 01
ICC
SALE
Amount :
GBP73.20
PIN VERIFIED
Auth: 030587
Ref: 021153
Merchant: ***49201
TID: ****0515
3A4DA88E2C5E0991 40
Date: 09/03/16 Time: 09:24:10

CARDHOLDER COPY
PLEASE RETAIN FOR YOUR RECORDS

Card Payment Ref: 2415150022IX

5035T01W30M1515 5905 9491 09:24 09-03-16

THANK YOU FOR YOUR CUSTOM
AND TRAVELLING WITH SOUTHEASTERN
www.southeasternrailway.co.uk

2of2

JC21

solace

# Invoice

**Payment terms: 30 Days**

Shepway District Council
Civic Centre
Castle Hill Avenue
Folkestone
Kent
CT20 2QY

| | |
|---|---|
| **Invoice/Credit No.** | 7106 |
| **Invoice/ Tax Date** | 28/04/2015 |
| **Customer Order No.** | |
| **Account No.** | SHEPWAYD |

| Quantit | Details | Net Amount £ | VAT £ |
|---|---|---|---|
| 1.00 | Jeremy Chambers - to attend Solace Summit 7th - 9th October 2015<br>Solace Member Rate | 495.00 | 99.00 |
| 1.00 | Dr Susan Priest - to attend Solace Summit 7th - 9th October 2015<br>2nd Solace Member special discount | 345.00 | 69.00 |

**PLEASE ENSURE YOU HAVE OUR CORRECT ADDRESS AND BANK DETAILS AS THEY HAVE RECENTLY CHANGED**
**Direct transfer to Lloyds TSB, High Wycombe**
**Sort code 30-94-28 Account 03513843**
**IBAN GB44 LOYD 3094 2803 5138 43**
**BIC LOYDGB21010**
**Cheques payable to 'SOLACE'**

| | | |
|---|---|---|
| **Total Net** | £ | * 840.00 * |
| **Carriage Net** | £ | 0.00 |
| **VAT at 20%** | £ | 168.00 |
| **Invoice Total** | £ | 1,008.00 |

Solace, PO Box 199, Pontefract, WF8 1NT www.solace.org.uk e: finance@solace.org.uk t: 0845 652 4010 f: 0845 652 4011





Paid with thanks

JC23

Folkestone
Hythe & Romney Marsh
Shepway District Council

# Journal Spreadsheet

| | | |
|---|---|---|
| [redacted] | LK223 | |
| [redacted] | 5 | 2015 |
| [redacted] | LK223 | |
| [redacted] | | |

| | |
|---|---|
| [redacted] | [redacted] |
| [redacted] | J |
| [redacted] | £36,421.27 |
| [redacted] | [redacted] |

| Cost Centre | Account | Job | Amount | Description |
|---|---|---|---|---|
| [redacted] | [redacted] | | [redacted] | [redacted] |
| [redacted] | [redacted] | | [redacted] | [redacted] |
| [redacted] | [redacted] | | [redacted] | [redacted] |
| FE05 | 4102 | | -266.75 | HARROGATE JCHAMBERS |
| GL05 | 4102 | | 266.75 | HARROGATE JCHAMBERS |
| [redacted] | [redacted] | | [redacted] | [redacted] |

/ 6571
/ 6571

Hi [redacted]

In attendance at this year's LGA conference was Cllr Monk, Cllr Hollingsbee and Jeremy Chamb

Kind Regards

£266.75

[redacted]
PA to Leader of the Council and Corporate Management Team
T : 01303 853345
F : 01303 853255
Shepway District Council, Civic Centre,
Castle Hill Avenue, Folkestone, Kent, CT20 2QY
E-mail : [redacted]@shepway.gov.uk
www.shepway.gov.uk

Follow us on Twitter and Facebook

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**From:** [redacted]
**Sent:** Wednesday, August 19, 2015 3:56 PM
**To:** [redacted]
**Subject:** LGA conf

Hi [redacted]

Please can you let me know which cllrs attended and I will split the cost accordingly for the adve
Thanks

Start

[redacted]

2of2

JC24

JCD

# Roffey Park Institute Limited

Roffey Park Institute, Forest Road
Horsham, West Sussex, RH12 4TB
Telephone: +44 (0) 1293 851 644
e-mail: accounts@roffeypark.com

**To:**
Shepway District Council
Civic Centre
Castle Hill Avenue
Folkestone
Kent
CT20 2QY

# Invoice

| Account Ref: | SHEPWAY | Date & Tax Point: | 12/11/2015 | Number: | 29176 |
|---|---|---|---|---|---|
| Purchase Order No: | CE00771 | | | | |

| | Net Amount | VAT amount | Total amount |
|---|---|---|---|
| Jeremy Chambers - Leading in a Digital Age (19/01/16 to 21/01/16) | £2,635.00 | £527.00 | £3,162.00 |

| | |
|---|---|
| Net Total | £2,635.00 |
| VAT | £527.00 |
| Gross Total | £3,162.00 |

## Breakdown

| | Quantity | Price Per Unit | Amount | VAT Rate | VAT | Gross |
|---|---|---|---|---|---|---|
| Jeremy Chambers - Leading in a Digital Age (19/01/16 to 21/01/16) | | | | | | |
| Programme Fee | 1.00 | £2,635.00 Inc. discount | £2,635.00 | 20.00% | £527.00 | £3,162.00 |

| | |
|---|---|
| Payment terms: | Within 30 days of invoice date |
| Payment methods: | **Payable to Roffey Park Institute Limited (Cheques to Accounts at the above address)** |
| BACS transfers to: | HSBC Bank PLC; Sort Code: 40-24-33; Account No: 21040170 |
| European Customers: | MIDLGB22 (HSBC Bank PLC) in favour of IBAN: GB82MIDL40243321040170 |

VAT No: 821 7979 00
Roffey Park Institute Limited is a Charity Registered No: 254591

v1.1.0

CONNAUGHT HOTEL
BOURNEMOUTH
THANK YOU

TERMINAL ID:
MERCHANT ID:

VISACREDIT
**********7723
PAN SEQ NO: 01
AID: A0000000031010

**********0485
**********98265

ICC

SALE
AMOUNT

£230.00

*** CUSTOMER COPY ***
PLEASE RETAIN FOR YOUR RECORDS

PIN VERIFIED

'UTH: 004648
'TE: 07/10/15 TIME: 12:29

JL26