



**SELF-BILLING: NOTIFICATION OF H M REVENUE & CUSTOMS RULES
 & AGREEMENT TO INVOICING SYSTEM**

We require you to formally agree to HM Customs' Self-billing rules for VAT and invoicing purpose (Notice 700/62 December 2003)

Please note that you should not issue VAT invoice for supplies covered by this agreement.

J Blundell and Sons Ltd will issue "self-billing" invoices and credit notes and the VAT shown on these documents will be your "VAT Output tax due to H M Customs & Exercise" in accordance with the UK's rules governing self-billing invoicing systems.

If your supplies to us are Intra-Community sales of goods no VAT will be shown on the self billing invoices in accordance with EU rules, and J Blundell and Sons Ltd will account for UK VAT acquisition tax on the value of your supplies.

It is a condition of the self-billing system that each supplier formally agrees to the rules as specified by HM Revenue & Customs would therefore greatly appreciate your written agreement, by return of post.

We agree to the conditions as specified by HM Revenue & Customs and J Blundell and Sons Ltd's self-billing system until

Our VAT Registration Number is GB

Our sale of goods for VAT purpose is:

Subject to UK VAT at the Standard Rate/Exempt from VAT as Intra-Community sales(*)

() Please delete as appropriate.*

Officer of Co: Signature..... Name.....

Job Title..... Date.....

Please inform us immediately if your VAT registration number is changed or cancelled.

Please sign and return one copy of this letter to the address shown above along with a copy of your Certificate of Incorporation, VAT Certificate and ID for all directors, such a full driver's license.

A copy of HMRC Notice 700/62 December 2003 is available on the [HMRC website](#).

We would like to take this opportunity to update our general information held on file for you.

Please complete the fields below with any new or updated contact information.

Company Name:

Telephone Number Email Address

Postal Address

Yours Faithfully

Reena Kundra
Director

J Blundell & Sons Ltd

VAT Registration NO. 810 3071 85 Company Registration NO. 3152356
 Registered Address 25 St Cross Street, London, EC1N 8UH