

Australian High Commission LONDON
The Strand
LONDON WC 2B 4LA
United Kingdom
ABN 47065634525



Australian Government
Department of Foreign Affairs and Trade

TAX INVOICE

Dept of Education
Formerly: Dept of Education,
PO Box 9880
CANBERRA ACT 2601
AUSTRALIA

Invoice No : 18490188
Invoice Date : 15.05.2014
Reference : LONDON EXPENSES
Customer No: 1235
Sub-total : 3,742.49 AUD
GST : 0.00 AUD

Credit terms are strictly 30 days from the date of invoice.

Amount Payable:	3,742.49 AUD
Due Date:	14.06.2014

Description	GBP	GST AUD	AUD
HEATHROW ARRIVAL VIP SUITE 24/04-HON C PYNE	575.00	0.00	1,030.84
HEATHROW DEPARTURE VIP SUITE 24/04-HON C PYNE	575.00	0.00	1,030.84
CORINTHIA HOTEL DAY LET-28/04-MIN PYNE	754.56	0.00	1,352.74
GUNFIRE BREAKFAST FOR MRS PYNE & LISA PAUL	33.00	0.00	59.16
POPPY APPEAL-3 X 'G' SIXED WREATHS ANZAC DAY	150.00	0.00	268.91
TOTAL AMOUNT INCLUDES GST			
	GBP 2,087.56	0.00	AUD 3,742.49

PAYMENT OPTIONS Customer 1235 Invoice 18490188



Biller Code: 980003
Ref: 1000 12350

Telephone & Internet Banking - BPAY
Contact your participating financial institution to make this payment from your savings, cheque, debit or credit card account.



Direct Credit
Account Name: Department of Foreign Affairs and Trade
BSB Number: 092-009
Bank Account: 110329
Reference: 18490188
Please email the payment advice to fbs.helpdesk@dfat.gov.au.



Credit Card
Card Type: MASTERCARD VISA
Card Number: [] [] [] [] [] [] [] [] [] [] [] [] [] [] []
Amount: 3,742.49 AUD
Expiry Date: ____ / ____ / ____
Name on Card: _____
Signature: _____
Date: ____ / ____ / ____
Please fax the payment advice to +61 2 6112 1800.



Cheque
Make payable to: National Cashier
Contact the National Cashier on +61 2 6261 1111 for address details.

MONTH:

POST FLEET VEHICLE RUNNING SHEET

Registration No.	Make/Model	Driver Instructions
104 D 894	MERCEDES VIANO	

TRIP DETAILS										Purpose of Journey including passenger details and/or Trip Code* for official use.	Officers Signature	Agency
Date	Departed		Arrived		Odometer Reading		Trip miles		Tick			
Time	From (location)	Time	At (location)	Start	Finish	O	P	FBT				

s 22 1(a)(ii)

26/4	0715	AK		N16	12562	12608	46			67N/205	130004	[Signature]	M
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*Trip Codes can be recorded below (either handwritten or entered electronically into the spreadsheet) where regular routes and purpose of journey are undertaken. When a full description of the regular journey is listed below against a trip code reference number, the trip code (ie 1 or 2 or 3) can simply be entered in the above table rather than repeating the same information several times.

s 22 1(a)(ii)

Trip Code 4 Australia House to Whitehall Departments - Diplomatic Mail Run and return

s 22 1(a)(ii)

Trip Code 6 Australia House to residence and return

To be completed by the relevant supervisor upon completion of the sheet, or at the end of the month (whichever is the earlier) and then filed:
 I certify that this sheet has been completed in accordance with Departmental requirements

Name s 22 1(a)(ii)

Signature _____

Position Manager, Visits & Client Services

Date

Gasoline Purchase / Other costs - Date:	
Cost	s 22 1(a)(ii)
Litres	
Odometer	
Other Costs	

LONDON

page number: