3.173

Murdoch UNIVERSITY

Request for Issue of Invoice

Date 5 March 2014

Debtor Name Hill's Pet Nutrition Pty Ltd

Attention To [redacted]

Department (if any)

Debtor Address [redacted]

Debtor's Phone No

Debtor's Number H I L L S 3 4 5 6

IRMA Reference No (if required)

Reason for Charge	Amount
Multi Project Sponsorship Agreement for 2014	$49,500.00
Total of Invoice $ (inclusive of GST)	49,500.00

Account code:							Total Amount (GST inclusive)	GST code
[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	49,500 . 0	C
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(For an explanation of the GST codes – please refer below)

Please note:

In signing the request below, the person requesting and the person authorising declare that the invoice is entitled to be issued as per University Finance Policy and Procedure # 401d.

Details of Person Requesting Invoice	Details of Person Authorised to Request Invoice
Name:	**Name:**
DOU & Telephone Number:	**Telephone Number:**
Signed:	**Signed:**
(Signature of person requesting invoice)	**(Signature of person authorised to request invoice)**

MURDOCH UNIVERSITY
PERTH, WESTERN AUSTRALIA

Request for Issue of Invoice (cont.)

Explanation of the GST codes

In the column titled Account(s) enter the account(s) to be credited with the income. The amount entered should include both the charge for the goods or services PLUS the GST amount where the item being invoiced includes GST. The code entered in the GST code column indicates to the Finance Office the GST status – 'C' for items with GST and 'F' for GST free items. Where the 'C' code is used the Finance One system will automatically credit 10% of the amount to the GST Clearing Account and the remainder to the nominated account.

The following GST codes are applicable:

CODE	GST STATUS
C	For items subject to GST
F	For items that are GST free

If you are unsure as to the coding of GST, please contact the Finance Office for assistance (Senior Taxation Accountant).