

114 Bishopston Road
Bishopston
Swansea
SA3 3EW

Invoice Date

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Sian James MP
Outsourced HR

Invoice To:

Name	Heather Cooper HR Associates
Address	114 Bishopston Road
	Bishopston
	Swansea
	SA3 3EW

[illegible]

Description		Hrs	Labour Cost	Expenses	Total
AN1	General	2.25	157.50	-	157.50
AN2	Recruitment			-	-
AN3	Handbooks & Contracts	-		-	-
AN4	Meetings	-		-	-
AN5	Health & Safety	-		-	-
AN6	Disciplinarys	-		-	-
AN7	Restructure			-	-
AN8	Training	-		-	-
		2.25	157.50	0.00	157.50

Invoice Summary	
Days worked	0.300
Daily rate	£525.00
Labour cost	£157.50
Expenses	£0.00
Subtotal	£157.50
Net Total	£157.50
VAT @ 20%	£31.50
Invoice Total	£189.00