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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	-		-	-
AN2	Recruitment	-		-	-
AN3	Handbooks & Contracts	-		-	-
AN4	Meetings	-		-	-
AN5	Health & Safety	-		-	-
AN6	Disciplinarys	-		-	-
AN7	Restructure	1.50	50.00	-	50.00
AN8	Training	-		-	-
		1.50	50.00	0.00	50.00

Invoice Summary	
Days worked	0.200
Daily rate	£250.00
Labour cost	£50.00
Expenses	£0.00
Subtotal	£50.00
<b>Net Total</b>	<b>£50.00</b>
VAT @ 20%	£10.00
<b>Invoice Total</b>	<b>£60.00</b>