

For queries on this quote, please e-mail sales@computersforcharities.org

Date: 7/11/18

THIS IS NOT A VAT INVOICE

	PROFORMA INVOICE NO:2985	Each excl. Vat	VAT	Total
2	Mac Books Model A1181 EMC 2139 Hardware: Core 2 processor, 4GB RAM, 320GB Hard drive , Power supply. Software: Operating system 10.7, iMovie installed	£125	0%	£250
The equipment has a 3 month return to base warranty in respect of hardware failure (excepting consumable items including Laptop batteries)				
1	DELIVERY	£	20%	£ 25
Total excluding VAT				£275
VAT @ 20%				£4
TOTAL				£279

Please make cheques payable to "Recycling for Charities Trading Ltd" and post with this Proforma Invoice to the above address. Registered company No. 5555340 Vat No. 876454384
Or BACS bank transfer to : Bank: Barclays, Hailsham
 Account Name: Recycling for Charities Trading Ltd
 Account No: 40852902 Sort Code: 20-27-91 Reference: your Pro Forma Number.

We endeavour to dispatch 10 business days after receipt of payment.

Name: Clare Bevan
 Managing Director
 Organisation: Lighthouse Community Centre CIC
 01579 344102
 07769 848307
www.lighthousecommunitycentre.co.uk
[@lighthousecommunitycentre](https://www.instagram.com/lighthousecommunitycentre)

Delivery Address:

If this is incorrect, please enter delivery address here:

Special Instructions for delivery: (please enter)

Please note: Pro forma's remain valid for 2 weeks from date stamp above.

FOR OFFICE USE ONLY:

Payment received Date:

Dispatched Date: