|  |  |
| --- | --- |
| <Your Full Name or Business Name>ABN: XXXXXXXXXX<Insert Your Street Address>Suburb, State, PostcodePhone: <your phone number>Email: <your email address> | INVOICEInvoice #:<invoice number> Date: <INVOICE DATE DD/MM/YYYY> |
| To:<Insert NDIS Participant Name><Insert NDIS Participant Number>c/o Aspect Plan Management710 Collins Street, Docklands VIC 3008contact@aspectndis.com.au  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| date OF SERVICE | DESCRIPTION | HOURS | RATE | AMOUNT (Inclusive of GST) |
|  |  |  |  |  |
|  |  |  |  |  |
|  | *Example only* |  |  |  |
| *10 Jul 2020*  | *Support Work* | *3* | *$50.00* | *$150.00* |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**-----------------------------------------------------------------------------------------------------------------------------------------**

|  |  |
| --- | --- |
| TOTAL GST | $0.00 |
| **TOTAL payable** | **$150.00** |

**PLEASE MAKE PAYMENT TO:**

Account Name: <Your Full Name or Business Name>

BSB: <Your BSB>

Account Number: < Your Account Number >

Terms: Due 7 days from Invoice Date