



Telephone: 0800 634 4862 Fax: 020 8711 2522 Email: info@pensionpractitioner.com www.pensionpractitioner.com

Metro Waste (London) Limited Pension Scheme
Metro Waste (London) Limited
Stewarts Lane Depot
Silverthorne Road
SW8 3HW

3rd October 2013

Dear Sirs,

Reminder - Invoice Number: 1939

Please find enclosed our invoice for pension scheme administration services dated 19th September 2013.

As the invoice remains outstanding beyond our 14 day settlement terms immediate payment is now required.

This invoice must now be settled by return.

If you have any questions regarding this, please contact the consultant for your scheme.

Thank you for your assistance.

Yours faithfully

A handwritten signature in black ink, appearing to be 'JH' or similar, written over a horizontal line.

Accounts Dept
For Pension Practitioner .Com

Enc

Pension Practitioner .Com

Daws House
33-35 Daws Lane
Mill Hill
London
NW7 4SD

Telephone: 0800 634 4862
Fax: 0208 711 2522

INVOICE

INVOICE# INV-1939

Bill To:
Metro Waste (London) Limited Pension Scheme Metro Waste (London) Limited Stewarts Lane Depot Silverthorne Road SW8 3HW

DATE
19 Sep 2013

Item	Description	Amount
Pension Administration Services	Annual renewal for pension administration services to the Trustees for the period 01 October 2013 to 30 September 2014.	700.00

Thank you for using our services

Sub Total: 700.00

VAT (20%): 140.00

Total: £840.00

Terms & Conditions

Payment to be received within 14 days of invoice date. Payments received after this period will be subject to a late interest charge of 5% of the value of the invoice for each calendar month thereafter. BACS:

Barclays Bank Plc
Branch: St Johns Wood and Swiss Cottage
Account Name: Pension Practitioner .Com
Account Number: 73698947
Sort Code: 20-74-63