**\* ONLY USE THIS INVOICE IF YOU HAVE AN ABN AND ARE REGISTERED FOR GST \***

**Company/Name** TAX INVOICE

**ABN Number:**

|  |  |
| --- | --- |
| Address Line 1Address Line 2Address Line 3 | **INVOICE DATE:** **INVOICE No:**  |

|  |  |
| --- | --- |
| **Bill To:**Australian Fisheries Management Authority15 Lancaster PlaceMajura Park, ACT 2601 | **For:****SUMMARY OF GOODS AND SERVICES PROVIDED** |
| **DESCRIPTION** | **AMOUNT** | **GST** | **TOTAL** |
| **RAG** | **Date** | **Location** |  |  |  |  |  |
| *Eg SharkRAG* | *14 May 2019* | *Hobart* |  |  |  |  |  |
|   |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |
| **Sitting fees**  |  |  |  |  |   |   |   |
| Days/hours | Rate\* |  |  |  |   |   |   |
| *Eg 2 days* | *$418/day* |  |  |  | *$836.00* | *$83.60* | *$919.60* |
|   |  |  |  |  |   |   |   |
|   |  |  |  |  |   |   |   |
|   |  |  |  |  |   |   |   |
| **Travel & Expenses\*\*** |  |  |  |  |   |   |   |
| Taxi |  |  |  |  |   |   |  |
|   |  |  |  |  |  |   |  |
| Parking |  |  |  |  |   |   |   |
|   |  |  |  |  |   |   |   |
| Meals |  |  |  |  |   |   |   |
|   |  |  |  |  |   |   |   |
| Other |  |  |  |  |   |   |   |
|   |  |  |  |  |   |   |   |
| Vehicle -  |  |  |  |  |   |   |   |
| Km travelled (direct route)  Mileage rate c/km – 68 c/km |   |   |   |
|   |  |  |  |  |   |   |   |
|   |  |  |  |  |   |   |   |
|   |   |   |   |   |   |   |   |
| Total due within 30 days.  |  | **TOTAL** |   |   |   |

\* RAG Chairs are entitled to claim $240 / hour up to $1800 / day (plus GST)

 Scientific Members are entitled to claim $200 / hour up to $1500 / day (plus GST)

 All other members are entitled to claim $55.70 / hour up to $418 / day (plus GST)

 For meetings < five hours the hourly rate should be used and for meetings > five hours, the daily rate should be used.

\*\* Please attach copies of receipts for expenses with this invoice.