

**VAT RECEIPT**

**ORDER FORM AND**

**SALARY DEDUCTION AGREEMENT**



Contractor Name:  
Contact Number:

Client & Location:  
Date:

For office use only- Tick if zero rated:

Please ensure the form is completed fully and returned to the onsite representative, emailed to [admin@jmcrecruitmentsolutions.co.uk](mailto:admin@jmcrecruitmentsolutions.co.uk) or faxed to +44 (0)1392 684921. Orders and bookings will only be processed when this form has been received.

Courses	Net (£)	VAT at 20% (£)	Gross (£)	Tick all items required
SFAR 88 Fuel Tank Safety Phase 1 & 2	45.00	9.00	54.00	<input type="checkbox"/>
Initial Human Factors	45.00	9.00	54.00	<input type="checkbox"/>
Human Factors Refresher	37.50	7.50	45.00	<input type="checkbox"/>
EWIS Target Group 4	40.00	8.00	48.00	<input type="checkbox"/>
GSAT	25.00	5.00	30.00	<input type="checkbox"/>
EWIS Target Group 6	12.50	2.50	15.00	<input type="checkbox"/>
Initial HF, SFAR 88 Fuel Tank Safety Phase 1 & 2 & EWIS Group 4	£92.50	£18.50	£111.00	<input type="checkbox"/>
HF Refresher, SFAR 88 Fuel Tank Safety Phase 1 & 2 & EWIS Group 4	£92.50	£18.50	£111.00	<input type="checkbox"/>
<b>SUBTOTAL £:</b>				

Clothing (all items are Navy Blue)	Size required	Net (£)	VAT at 20% (£)	Gross (£)	Tick all items required & state quantity
Short Sleeve Shirt, White, Monarch/JMC	Collar size	8.00	1.60	9.60	<input type="checkbox"/> x
Long Sleeve Shirt, White, Monarch/JMC	Collar size	9.00	1.80	10.80	<input type="checkbox"/> x
V-neck Pullover, Black Monarch/JMC	(S-5XL)	21.00	4.20	25.20	<input type="checkbox"/> x
JMC T-Shirt	(S-5XL)	6.04	1.20	7.24	<input type="checkbox"/> x
JMC Polo	(S-5XL)	7.20	1.44	8.64	<input type="checkbox"/> x
JMC Sweater	(S-5XL)	12.75	2.55	15.30	<input type="checkbox"/> x
JMC Fleece	(S-5XL)	12.30	2.46	14.76	<input type="checkbox"/> x
JMC Coverall	(S-5XL)	20.00	4.00	24.00	<input type="checkbox"/> x
JMC Soft Shell Jacket	(S-5XL)	35.00	7.00	42.00	<input type="checkbox"/> x
JMC Stormforce Thermal Shell Jacket	(S-5XL)	50.00	10.00	60.00	<input type="checkbox"/> x
JMC Pull On Beanie Hat	One Size	5.00	1.00	6.00	<input type="checkbox"/> x
Russell Workwear Trousers	(W) (L)	23.00	4.60	27.60	<input type="checkbox"/> x
<b>SUBTOTAL £:</b>					

Additional Items	Net	VAT at 20%	Gross	Deduction currency
Flights -				( £/€)
Car hire -				( £/€)
Internet -				( £/€)
Accommodation -				( £/€)
Deposit (please specify) -				( £/€)
Translation Service (Overseas Disclosures)				( £/€)
Other (please state)				( £/€)
Other (please state)				( £/€)
<b>SUBTOTAL € (if applicable):</b>			€	( £/€)
<b>SUBTOTAL £</b>			£	( £/€)

<b>Total Deduction £</b>				Exchange rate:
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VAT NO. 943 9809 78

By signing below you confirm the order form is completed correctly and you give permission for JMC Recruitment Solutions Ltd to deduct the full amount from your pay in the next available payroll.

Signature:

Print Name:

Date:

**For office use only -**

Requested items actioned:

Full amount deducted in payroll:

Additional Notes: