

Invoicing EADMT

When invoicing EADMT please provide **ALL** the following information:
Failing to do so will result in a delay in payment.

Name of beneficiary (person the money is paid to):

Name of account holder (if different from beneficiary):

Payment reference (this is something for you to remember where this money is coming from):

Service provided (if relevant):

Expenses (if relevant):

Please provide ALL receipts with this invoice otherwise expenses cannot be reimbursed.

If you are sending your invoice electronically, please scan and email your receipt(s) with your invoice. If you are sending your invoice by post, please provide the original copy of your receipt(s).

Total amount due (state CURRENCY):

Country this money is paid into:

Account IBAN number:

Account SWIFT code:

Bank name:

Bank FULL address:

For UK accounts only:

Account number:

Sort code:

Please send your invoices to Céline Butté, EADMT treasurer

By email at: info@heartofmovement.com

Or by post to: Céline Butté, 70 Littlehealth Road, South Croydon, CR2 7SB, UK

Thank you,

The EADMT Treasurer