



Any Company
 Mr. Sample
 Sample Street 12
 1234 Sample City
 Switzerland

For enquiries: **Tel.: +41 (0) 43 210 37 50**
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Please quote on all correspondence:
Payment No.: 6600012345

Date: 28.02.2016
 Page: 1/1

Company Account No.: 192000123456789

| Pos. | Purchase Date | Name | Personal-ID | Cost Centre | Project No. | Supplier Service | Currency | Net | VAT Exch. Rate | Gross CHF |
|----------------------------|---------------|---------------|-------------|-------------|-------------|---|----------|--------|----------------|-----------|
| 1 | 21.02.16 | Hans Müller | AG 702 | 234 | 1234 | LX 7243012602007 / Class C on 23.02.16 ETIX ZRH GVA | CHF | 444,00 | | 444,00 |
| 2 | 21.02.16 | Hans Müller | AG 702 | 234 | 1234 | LX 7243012602007 / Class C on 23.02.16 ETIX Service Fee | CHF | 100,00 | | 100,00 |
| ----- | | | | | | | | | | 544,00 |
| 3 | 22.02.16 | Martin Schulz | AG 703 | 223 | 1234 | 3000001701 Order / Sysnumber: 4597 Departure Date: 24.02.16 Schweizer Bundesbahnen SBB / CFF / FFS Max Meyer Return ticket 00041082 Class 2 from: BASEL SBB to: GENEVE Total: 64,80 CHF | CHF | 60,00 | 4,80* | 64,80 |
| ----- | | | | | | | | | | 64,80 |
| Sub-Total Cost center: 223 | | | | | | | | | | 64,80 |
| 4 | 23.02.16 | Max Meyer | AG 701 | 123 | 1234 | easy Jet Airline Company Ltd Booking Ref: EF6QJ4R on 24.02.16 ETIX GVA LIS GVA | CHF | 270,00 | | 270,00 |
| 5 | 24.02.16 | Max Meyer | AG 701 | 123 | 1234 | Travel Agency Ltd Booking Ref: EF6QJ4R on 25.02.16 ETIX Service Fee | CHF | 27,00 | | 27,00 |
| ----- | | | | | | | | | | 297,00 |
| Subtotal: | | | | | | | | | | 905,80 |
| | | | | | | | CHF | 901,00 | 4,80 | 905,80 |
| | | | | | | | CHF | 00,00 | | 841,00 |
| | | | | | | | CHF | 60,00 | 4,80 | 64,80 |
| | | | | | | | CHF | | | 905,80 |
| Total amount payable: | | | | | | | CHF | | | 905,80 |

Please pay the amount of 905,80 CHF, indicating the 10-digit invoice no. by xx.xx.xxxx at the latest. Please check this statement for accuracy, as all corrections must be communicated to us in writing within six weeks of receipt. After this time period has elapsed, it will be assumed that you accept the amount indicated in this statement as correct.

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