Please Copy and Paste the invoice template below onto your **school’s letter headed paper and upload onto Jambusters** Travel Plan site, together with any suppliers’ receipts and photographic evidence, **on or before midnight Thursday 23rd February 2023.**

FAO: Marc Jarvis Invoice Number: \_\_\_\_\_\_\_\_\_\_\_\_
Transport Innovations
Kent County Council
1st Floor Invicta House
Maidstone
ME14 1XX

Invoice Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Product Description | Quantity | Unit Price |
| *e.g. – Reimbursement for Cycle and Scooter Pods* | 1 | £2224 |
|  |  |  |
|  |  |  |
|  |  |  |

Total: £

KCC PO Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_