

Name of your company
Address details, postcode,
city, telephone number,
e-mail address, website.

Your name and address, mostly
your standard letterhead

Amsterdam Academy of Architecture
Attn. Financial administration
Waterlooplein 213
1011 PG, Amsterdam

Please direct your invoice to this
address

Invoice date:
Invoice number:

Specify your invoice date and invoice

Cost center:.....
Task description: period
Name lecturer:
Dates: from..... to

Cost center: 02000001/ client: MN

Name of the person who carried out the activities

Dates on which the lessons took place

X lecture units (1 lecture unit = 160 euros)

Specify the number of Lecture Units
and the price per unit.

Travel costs from to
Date to
Number of km per time at 0.19 euros per km
0,00

€

Please attach copy of ticket.

Total amount

Teaching tasks/teaching are exempt from VAT

Mention this instead of VAT
percentage.

Full name of your company
IBAN: NL13TEST0123456789
BIC: TESTNL2A
VAT number: NL 155.798.755.BO1
Ch. of Comm. no. 20091343

Specify your full company name
(BV, VOF, etc.)
IBAN and BIC code
VAT number
Chamber of Commerce number