

Ministry of Justice
 DX SX 10042
 Wellington

Invoice date:

Invoice number:

Bank a/c number:

Name:

Address:

Email:

Reference number: M20326

Once form completed please email to accounts.payable@justice.govt.nz

Interpreter's signature:

Description	Rate \$	Hours/Kms	Amount \$

TOTAL:

*Mileage can be charged at the rate specified by Inland Revenue (to a maximum of 5,000km per year)
 **If an individual transaction is greater than \$50.00 (incl GST), please provide a receipt or tax invoice
 **If an individual transaction is \$50.00 or less (incl GST), please provide, the date, description, cost and supplier (as a minimum)