

Understanding your Thomson Reuters UKI Legal Invoice

Print subscription services


Invoices cover products that have been renewed or sent in the previous calendar month (subscriptions are typically renewed a month before their start date).

Non-subscription titles

Invoices are sent when goods are despatched.

Online services

Invoices can be issued at any time, but typically cover services that have been delivered in the previous calendar month.



INVOICE

1 Name
Address
Address
Address
Address
Address

Ship To:

2 Name
Address
Address
Address
Address
Address

Date & Tax Point	01-APR-18	VAT Reg No.	GB900548743	Page No.	1 of 1
Payment Due Date	01-MAY-18	Customer VAT No	GB123456789 4	Invoice No.	800000000 3
Bill To	1000000000 5	Ship To	1000000000 6		
Payer	1000000000 7	Sold To	1000000000 8		

Customer Reference	Our Reference	Product Details	Qty	Unit Price	Discount	GBP 9
10 Subscription Charges						
PO 1234 11	12345678 12	CRIMINAL LAW REVIEW ISBN/ISSN/ID: 0011-135X Your subscription runs from: 01.05.2018 to 30.04.2019 13	1	665.00		665.00
14 Titles Charged On Publication						
PO 1234	23456789	BURGESS LAW OF LOANS & BORROW REL 68 ISBN/ISSN/ID: 30807864	1	457.00		457.00
VAT Rate	Taxable	Tax Amount	Sub-Total		1,122.00	
0.00 %	1,122.00 15	0.00 16	Delivery charge		0.00	
			Total VAT		0.00	
			GRAND TOTAL		1,122.00	

Payment Options:

Pay Online: By payment card using **My Account*** www.tr.com/uki-legal-myaccount. To register you will need an invoice number and Payer Account Number **1000000000**.

Pay by Bank Transfer: Please email a remittance advice detailing your payment including the invoice number **8000000000** and account number **1000000000** by e-mail to trlegalbacremittance@tr.com.

Pay by Cheque: Please make cheques payable to Thomson Reuters and send with a remittance advice, detailing your payment including invoice number **8000000000** and Payer Account Number **1000000000** to: Payments, Thomson Reuters Professional UK Ltd, PO Box 123, Hebden Bridge, HX7 9BF.

Pay by Payment Card: Manage your account online 24/7 using **My Account.*** Pay by card, view payment history, download copy invoices www.tr.com/uki-legal-myaccount. To register for My Account use **8000000000** and account number **1000000000**. Alternatively, to pay by telephone, call **0345 600 9355(UK)***

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BANK DETAILS

Account number	17
Sort code	
IBAN	
IBAN BIC	

- 1** The address where we send your invoices
- 2** The address where we send your goods/supply your services
- 3** Invoice number
- 4** Your VAT number
- 5** Account number of the person/organisation that receives the invoice
- 6** Account number of the person/organisation that receives the goods/services
- 7** Account number of the person/organisation that pays the invoice
- 8** Account number of the person/organisation that placed the order
- 9** Invoice currency
- 10** This section lists annual subscription products
- 11** Your order reference/ PO number
- 12** Thomson Reuters order number
- 13** Your subscription period
- 14** This section lists Charge By Release and Standing Order products
- 15** Taxable amount
- 16** VAT charged
- 17** This box contains our bank details for payments by bank transfer

