



**GOVERNANCE
OFFICE PROCEDURES
Agreement to issue Recipient Created Tax Invoice**

Version Number
Issued
Next Review
GDS20

1
December 2017
December 2019
9.87.1.2

AGREEMENT to issue a RECIPIENT CREATED TAX INVOICE

This Agreement is between **The Flinders Ranges Council** (the Recipient)
ABN 43 952 255 151 and (The Supplier)
ABN

Both parties agree that The Flinders Ranges Council will issue tax invoices for
..... Services supplied to them and that the Supplier will therefore not
issue such invoices.

The Supplier acknowledges if it is registered for GST when this Agreement is signed
and will notify the recipient if it's GST status changes.

Registered for GST: Yes No (Please circle one)

The recipient must not issue a document that would otherwise be a Tax Invoice, on
or after the date when the recipient or the supplier has failed to comply with any of
the requirements of the determination.

Signed on behalf of **The Flinders Ranges Council**

(The Recipient)

Dated

Suppliers Details

Name

Address

Phone Number

Email Address

Bank Account Details

Account Name

BSB Account Number

Signed on behalf of

(The Supplier)

Dated