



Self-Billing Agreement

This is an agreement to a self-billing procedure between

Customer Name The Synergy Group..... VAT No: 701516673
And

Supplier Name: PayStream My Max Limited **VAT No:** 945 787 073

Candidate Name:.....

The self-biller (the customer) agrees:

1. To issue self- billed invoices for all supplies made to them by the self-billee (the supplier) until **01/01/12**
2. To complete self-billed invoices showing the suppliers name, address and VAT registration number, together with all the details that constitute a full VAT invoice.
3. To make a new self-billing agreement in the event that their VAT registration number changes.
4. To inform the supplier if the issue of self-billed invoices will be outsourced to a third party.

The self-billee agrees:

1. To accept invoices raised by the self-biller on their behalf until **01/01/12**
2. Not to raise sales invoices for the transactions covered by this agreement.
3. To notify the customer immediately if they
 - Change their VAT registration number;
 - Cease to be VAT registered; or
 - Sell their business, or part of their business.

Signed by: K Dodkins

Signed by: 

On Behalf of the Synergy Group

On behalf of: PayStream My Max Limited

Date: 02/01/11

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