

Understanding your BOC invoice.

If you have any issues with your invoice please contact us on freephone 0800 111 333. Please retain this guide for reference in the future

Our details.

Our address and VAT registration should you need them.

Our contact details.

Please contact us if you have an invoice enquiry.

Invoice number.

The unique number BOC has created to identify this invoice. Quote if you have a query.

Account number.

This is your main 'Payer' account number, which links all of your locations together. Quote this if you have a query.

Invoice address.

The address to which your invoice will be sent for all of your delivery locations you have asked to be billed together.

Sales.

This section lists your purchases for the month.

Product information (cylinders).

The first line shows product purchased, cylinder size, number of full cylinders supplied, and the price charged per cylinder. The second line shows the number of empty cylinders collected.

Note: For Cryospeed liquid gas products Litres is the unit of measure. For small volumes, a minimum charge is applied.

Rentals.

Listed under this heading are the cylinders that are due for a rental charge this month.

Fixed charge.

Fixed charge is the delivery or collect charge. This is applied to each transaction regardless of the number of cylinders.

Purchase order number.

The order number you quoted to us. We can set up purchase orders to cover a period of time or to a maximum value for supplies, rental or both. Quoting an order number on your invoice will help you to reconcile supplies quicker.

BOC
Customer Service Centre P.O. Box 12 Priestley Road
Worsley Manchester M28 2UT
VAT Reg: GR226556555

Inquiries: 0500111333
Facsimile: 0500111555
EMAIL: customers@boc.com

Invoice
Invoice Number: 31183-2006
Account Number: 2006
Billing Date: 31/05/2006
Invoice Total: 445.55
Payment Due by: 20/06/2006

Customer: 7 The Street, The Town, The County, Postcode: 217 000004 2010

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Sales	Qty	Qty	Price	Unit	Value	VAT	Rate	Amount
	Rtd	Chgd						
Advice Note: [redacted] Supplied by: Bristol								
Purchase Order: [redacted]								
Location Acct: [redacted] Delivery Name: [redacted] Delivery Address: [redacted]								
NITROGEN/OXYGEN FREE SIZE W	2	4		CYL			A0	
ARGOSHIELD UNIVERSAL SIZE Y	0	1		CYL			A0	
PURESHIELD ARGON SIZE Y	0	1		CYL			A0	
OXYGEN SIZE X	0	1		CYL			A0	
DISSOLVED ACETYLENE SIZE M	0	1		CYL			A0	
Total Charges								
Rental Charges								
Rentals	Cyls	Renewal	Rate	Value	VAT	Rate	Amount	
		Chgd Date						
Purchase Order: [redacted] Address: [redacted]								
Location Acct: [redacted] Name: [redacted]								
Rent for May								
NITROGEN/OXYGEN FREE SIZE W	2	01/05/2006	/yearly				A0	
Invoice Total: 445.55								
VAT Rate: A0 0.00%	Tax Exclusive Value: £ 445.55		VAT Value: £ 0.00					

Invoice total.

The total amount due for payment. Payment with the payment slip should reach BOC in full by the date due shown, unless paying by direct debit. be provided.

Advice note (sales).

This is the number on the advice note we gave you when we made the supply. A copy of the supply note can be provided.

Location account number.

Our records of where your cylinders are located.

Advice note (rentals).

No documents exist for rentals, this is a system generated number only. Rentals are renewed automatically on reaching the rental anniversary date if the cylinders have not been returned.

Total.

This amount should be sent in full by the date shown. If you have paid for your supply through our network of retail outlets or direct debit, you will still receive an invoice for your records. In these cases you should have received a receipt for your payment and can ignore the payment due information.

Cylinder rental details.

For each cylinder size being charged for rental, the invoice line details:

- Number of cylinders being charged.
- The start date of the rental.
- The amount charged per cylinder.
- Number of months being charged.

Note: Please refer to your terms and conditions for more information.

Payment slip.

This is your invoice payment slip, which should be returned with your payment by the due date shown. If you pay by Direct Debit, the payment slip will indicate that no payment ins required. Customers paying via BACS and requiring to fax or email their own remittance number can use the fax number 0800 783 8176 or e-mail remit.advice@boc.com. **Note:** Your payment slip will only appear on the last page of the invoice.