

# British Wool - Self-Billing Agreement



Please complete and return one copy to the address below to accept the Self-Billing procedure with British Wool. Retain the second copy for your records.

Member Services, British Wool, Wool House, Sidings Close, Canal Road, Bradford, BD2 1AZ

Tel: 01274688666    memberservices@britishwool.org.uk    www.britishwool.org.uk

**This is an agreement to a self-billing procedure between:**

**Customer Name: British Wool Marketing Board, VAT number: GB 264533990, and**

**Member Name**

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**Member VAT Number**

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**The self-biller (the Customer - British Wool Marketing Board) agrees:**

1. To issue self-billed invoices for all supplies made to them by self-billee (the Member) from the onset of business relations until the registration of the Member with British Wool Marketing Board ends.
2. To complete self-billed invoices showing the Members name, address and VAT registration number, together with all the other details which constitute a full VAT invoice.
3. To make a new self-billing agreement if their VAT number changes.
4. To inform the Member if the issue of self-billed invoices will be outsourced to a third party.

**The self-billee (the Member) agrees:**

1. To accept invoices raised by the Customer (British Wool Marketing Board) on their behalf until the Member's registration with British Wool Marketing Board ends.
2. Not to raise sales invoices for the transactions covered by this agreement.
3. To notify the Customer (British Wool Marketing Board) immediately if they.
  - a. Change their VAT registration number.
  - b. Cease to be VAT registered.
  - c. Sell their business or part of their business.

**Signed by:**

**Customer**

**Andrew Hogley**

**CEO**

On behalf of

**British Wool Marketing Board**

**11<sup>th</sup> September 2023**

**Member**

Signed By

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Print Name

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On Behalf of

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Date

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