



Home Office

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|-------------------|----------------|
| PO Reference | [REDACTED] |
| Order Date | 15-JAN-2025 |
| Change Order Date | |
| Revision | 0 |
| VAT No | GB 888 8160 61 |

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|--|---|---------------|--|
| DOVER HARBOUR BOARD HARBOUR HOUSE DOVER KENT CT17 9BU | | Ship To | Please refer to each line of the PO below [REDACTED] |
| Send Invoice To | Please send your invoices via email to: HOSupplierinvoices@homeoffice.gov.uk | Order Contact | For any queries relating to this order please contact: [REDACTED] |

Notes to Supplier

For any queries regarding invoicing or payment, please contact the Shared Service Centre by emailing hossc.metis.finenquiries@metis.homeoffice.gov.uk or call on 03450 100122.
Please ensure to quote the PO reference on all correspondence.

Please supply the goods/services listed below in accordance with the Home Office standard terms and conditions unless superseded by specific contract terms and conditions.
<https://www.gov.uk/government/publications/short-form-terms-and-conditions>

If you are unable to submit invoices by email, please send invoices via post to:
 Accounts Payable
 Home Office
 HO Box 5015
 SSCL
 Phoenix House
 Newport
 NP10 8FZ
 UNITED KINGDOM

Invoices submitted via email will be processed more quickly.

| Line | Item | Unit price | Quantity | UOM | Ship To | Total |
|------|---|------------|------------|-----|------------|------------|
| 1 | Annual parking permits for Dover Team 01/01/2025 - 31/12/2025 | [REDACTED] | [REDACTED] | Ea | [REDACTED] | [REDACTED] |

| Line | Item | Unit price | Quantity | UOM | Ship To | Total |
|------|---|------------|------------|-----|------------|------------|
| 2 | Annual parking permits (company vehicles) 01/01/2025 - 31/12/2025 | [REDACTED] | [REDACTED] | Ea | [REDACTED] | [REDACTED] |

Purchase Order [REDACTED]

Please note that all amounts shown are exclusive of tax.

| | | |
|--------------------|------------|------------|
| Grand Total | [REDACTED] | GBP |
|--------------------|------------|------------|