**School Name / Letterhead**

**Address**

**TAX INVOICE**

Invoice Date: XX.XX.201X

Invoice Number: XXXX

GST Number: XX-XXX-XXX

To: Sarah Panton

Teacher-led Innovation Fund

Ministry of Education

Mātauranga House  
Level 1  
33 Bowen Street  
Wellington 6011

**Description Amount**

Teacher-led Innovation Fund (TLIF) – Contract Number $XXX.XX

Description of payment/reporting requirement

Subtotal $XXX.XX

GST 15% $ XX.XX

**TOTAL $XXX.XX**

Payment is due by 20th of the Month following Invoice.

*(Include School Name and Account Number here)*

**Remittance Advice**

**School Name & Address** Name: MoE - Teacher-led Innovation Fund

Contract Number

Invoice No: XXXX

### Invoice Date: XX.XX.201X

### 

Invoice Total: **$XXX.XX**

Amount Paid: \_\_\_\_\_\_\_\_\_\_\_\_\_\_