

Canon UK Ltd
4 Roundwood Avenue
Stockley Park
Uxbridge
UB11 1AF
United Kingdom
Phone: +44 (0)1895 648000
www.canon.co.uk

Deutsche Bank AG, London
Acc No.(GBP)11950502/(EUR)11950505
Sort Code 23-10-48
Swift Code DEUTGB2L
IBAN Number: (GBP)
GB33DEUT40508111950502
IBAN Number: (EUR)
GB49DEUT40508111950505

Reg No.1264300
WEEE Prod
Reg No.WEE/330051TQ

Canon

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Invoice

Document number	2408801234567
Customer no.	1234567
Date	06/02/2024
Specification pages	1

CUK

BUSINESS LIMITED
2 Smith Way, London
SW4 4AD
United Kingdom

Your references

Customer PO Number PO12345

Our references

Contact Credit Control Department
Phone 01895 519570
E-Mail CC.Queries@cuk.canon.co.uk
VAT Number GB523797128

Contracts

Contract Number	Billing Period	Total (GBP)	VAT
5578	01/01/2024 till 30/01/2024	2,218.85	1

Please advise of any query within 7 days of receipt of invoice.

Printed matters are processed and produced centrally by Canon in the Netherlands for Canon customers in Europe, AF&ME countries

Please email all remittance advices to
AR.UK.REMITTANCES@canon-europe.com

Net Price (GBP)	2,218.85
(1) VAT 20% of (GBP) 2,218.85	443.77
VAT amount (GBP)	443.77
To be paid (GBP)	2,662.62
Payment method	Bank Transfer
Payment terms	30 Days Net
Due date	04/02/2024

Canon

YOUR INVOICE EXPLAINED

At Canon, it's important to us that you fully understand and are comfortable with how our invoices work and how your bill is calculated.

Click any area on the invoice on the left to see a breakdown and explanation for each section.

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YOUR INVOICE EXPLAINED

1

Canon's Company Name, address and contact details.

2

Canon's bank details.

3

Canon's Registered Number and any other additional registration details.

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Canon's invoice number:

- First 2 digits represent the year of the invoice
- Digits 3-5 represent the Canon region producing the invoice (088 for UK)
- Digit 6 represents the type of invoice 0 being an invoice and 5 being a credit note
- Last 7 digits represent the incremental numbering of the invoice

5

Customer no:

Alternatively known as your Account Number - this is the unique identifier that represents each of our Customers. Quoting this number ensures that we are viewing your individual details when you communicate with Canon.

6

Date:

The date the invoice was raised.

7

Specification Pages:

This indicates the number of additional itemised pages that are included with your invoice.

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Customer Name:

The registered Company Name for the Customer.

9

Customer Billing Address:

This should be the Company Registered address for the Customer (should reflect the customers VAT registered address).

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Your References:

This section includes your Purchase Order (PO) Number or any other reference you have asked us to provide.

Please note, as a customer who has more than one purchase order used within an invoice, the PO details will be applied on the specification/itemised pages against each item of your invoice while the PO reference section on the front page will remain empty.

For invoices relating to Sales, this section may also include Terms of Delivery, when stated as CIP 'Carriage and Insurance Paid to'. This signifies that Canon will have paid the freight and insurance required to deliver the goods to the chosen address.

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11

Our References:

This section includes our Contact details for your invoice.

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VAT Number:

Canon's registered VAT number.

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This section provides basic details of your charges. For contract invoices, this will specify the Contract Number and Billing period. Invoices for Goods will show both the details of the Goods purchased along with the Delivery Address or Site Location of where they are sent to.

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Advises customers that queries should be received within 7 days of receipt of invoice.

15

Remittance advice email address – for customers to send us their payment notifications.

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Net Price:

This reflects the price net of VAT and matches the total on any specification pages included.

17

VAT amount:

This shows the % rate of VAT charged and the total VAT value.

18

Gross or total value of the invoice including VAT.

19

Payment Method

This identifies how you will be paying your invoice as a customer.

20

Payment Terms

This advises your agreed payment terms as a customer – Net Due in 30 days relates to Canon's standard terms and conditions.

21

Due Date

This date reflects the date your invoice is due for payment.