

Annex F

Invoice Template

Early years Childcare Invoice Template				
Child's name / D.O.B:		Name of provider:		
Parent details:		Address:		
Address:		Ofsted URN:		
Invoice date				
Invoice period:		Week/Month/Term		
Hours being accessed	Hourly / daily rate			
	Total hours	Hourly rate	Daily rate	Total cost
Universal hours				£0.00
EL 2YO hours				£0.00
Working parent hours				£0.00
Private hours				£xx.xx
Food charges				£xx.xx
Non-food consumables				£xx.xx
Extra curricula activities				£xx.xx
Total costs				£xx.xx
Additional notes/comments				
Payment method and due date				