

Explaining your Invoice

The image shows four overlapping invoice documents from Dash (South West) Limited. Red arrows point to specific sections of each document, numbered 1 through 4:

- 1 Invoice Summary:** A summary document showing VAT analysis, summary totals, and remittance advice details.
- 2 Sundry Invoice:** A document detailing sundry charges such as CSC and TPI payments.
- 3 Sales Advice:** A detailed list of newspaper supplies, including titles like 'The News' and 'The Mirror', with columns for quantity, price, and total.
- 4 Credit Note:** A document listing credited items, such as 'Note Summary' and 'VAT Analysis', with columns for amount and VAT.

1	Invoice Summary	Here you can see a summary of your invoice. This also includes a remittance advice
2	Sundry Invoice	This is where all sundry charges are displayed. This includes CSC & TPI payments
3	Sales Advice	Here all newspaper supplies are listed by title and day
4	Credit Note	This lists credited items by title and day

Your weekly invoice will be delivered to you, along with your voucher returns note and any other information, with your newspapers on Tuesday morning of each week. This will show all supplies & credits from the previous Monday through to the Sunday.

The invoice will also show a breakdown of Carriage Service Charge (CSC), supplement handling allowances, any other standing charges and any products purchased on Dashnewsdirect.co.uk.

The easiest method of payment is Direct Debit. Direct debits are collected nine days following the date of invoice. Payments may also be made by cheque by the Friday, five days following the date of invoice.

