

Miss Olette Manhoudt  
National College for School Leadership  
University Of Nottingham  
Triumph Road  
Nottingham  
NG8 1DH

## Quotation Details

MBR Number : M001762

Company : National College for School Leadership

P/O:N/A

Contact : Miss Olette Manhoudt

Printed : 23/03/04

<u>Date</u>	<u>Reference</u>	<u>Description</u>	<u>Value</u>	<u>VAT Rate</u>	<u>VAT Amt</u>
20/03/04	12 x Light Lunch @ £14.00	Light Lunch	£168.00	17.50	£25.02
20/03/04	12 x Mineral Water ( Still/Sparkling) @ £3.0	Mineral Water ( Still/Sparkl	£36.00	17.50	£5.36
20/03/04	2 x Flip Chart & Pens @ £17.62	Flip Chart & Pens	£35.24	17.50	£5.25
20/03/04	12 x Tea, Coffee & Biscuits @ £2.00	Tea, Coffee & Biscuits	£24.00	17.50	£3.57
20/03/04	12 x Tea, Coffee & Danish Pastries @ £3.0	Tea, Coffee & Danish Pastri	£36.00	17.50	£5.36
20/03/04	12 x Reception Breakfast @ £12.00	Reception Breakfast	£144.00	17.50	£21.45
20/03/04	1 x Cinema Room @ £881.25	Cinema Room	£881.25	17.50	£131.25

Total Net Value : £1,127.23

Total Vat excluding Deposits : £197.26

Grand Total : £1,324.49

An estimated optional gratuity of 12.5% (**£51.00**) will be added to all bills and applies to Food & Beverage items. This fund is distributed to all staff through a Tronc system. The Day Delegate Rate includes an optional gratuity of £4.45 per delegate.

Please note that this quotation is an estimate; the final invoiced value may change.