

Understanding your Invoice

The image shows four overlapping invoice documents. Red arrows with numbers 1 through 4 point to specific sections of the documents:

- 1 Invoice Summary:** Shows a summary of the invoice with sections for Sales Advice, Credit Note, Sundry Invoice, VAT Analysis, and Invoice Summary. It includes a total invoice amount of 429.95.
- 2 Sundry Invoice:** Lists sundry charges such as CSC (Carriage Service Charge) and TPI (Telephone Payment Invoice) payments.
- 3 Sales Advice:** Lists newspaper supplies by title and day, including titles like 'The Sun', 'The Daily Mail', and 'The Daily Mirror'.
- 4 Credit Note:** Lists credited items by title and day, including titles like 'The Sun', 'The Daily Mail', and 'The Daily Mirror'.

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.

