



# BUSINESS

**Payment reference number** 608889501001  
 Account number 608889501  
 Area reference South East  
 Invoice date and tax point 11 November 2016  
 Invoice number 608889501/001/1116  
 Page number 1 of 2

1 VMSS972N

Cargo Marketing Services Ltd  
 Carlton House  
 101 New London Road  
 Chelmsford  
 CM2 0PP



**i For Information Only**

The 'Amount Due' will be collected by  
**Direct Debit** on or immediately after  
 5 December 2016.

## Invoice

<b>TV or HSI charges</b>	<b>£50.00</b>
<b>Total new charges</b>	<b>£50.00</b>
<b>VAT @ 20%</b>	<b>£10.00</b>
<b>Total new charges including VAT</b>	<b>£60.00</b>
<b>Balance brought forward</b>	<b>£0.00</b>
<b>Amount due</b>	<b>£60.00</b>

VAT registration number GB 591 8190 14



*Trans cash*

CORPORATE BANKING

### bank giro credit

Reference (customer number)

135 608889501001

Credit account number

157 2288

Amount due (standard fee payable at PO counter)

£ 60.00

Cheque **NOT** acceptable at PO Counter

32

Cashier's stamp and initials

Signature

Date



Cargo Marketing Services Ltd  
 Carlton House  
 101 New London Road  
 Chelmsford  
 CM2 0PP

NatWest  
 Collections A/c  
 Virgin Media Payments Ltd

Items	Fee
<input type="text"/>	<input type="text"/>

57-22-88

Cash	<input type="text"/>	<input type="text"/>
Cheques	<input type="text"/>	<input type="text"/>
£	<input type="text"/>	

**FOR YOUR INFORMATION ONLY**

Please do not write or mark below this line and do not fold the payment slip

## About your invoice

The payment summary shows the total of any previously issued unpaid invoices and includes any payments made during the current month.

The total new charges on the invoice includes usage for this month and any rental amounts which are charged in advance.

## Rounding of call charges

Call duration is calculated by rounding the length of the call up or down to the nearest second (or up to the nearest minute for calls charged by minute).

The call charge then takes the call duration in seconds and multiplies by the applicable 'Pence Per Minute' rate (as detailed on your tariff sheet), divided by 60. Note, if a Fixed Fee charge applies, this is added to provide the total call cost.

The summarised usage charges presented on your bill are rounded up/down to the nearest penny before applying VAT.

## Contacting us

### Business Customer Services

#### Online:

[www.virginmediabusiness.co.uk/customerservices](http://www.virginmediabusiness.co.uk/customerservices)

Free phone: 0800 052 0800

Staff are available to take your call between the hours of 9.00am to 6.00pm Monday to Friday on the above number. To help us improve the quality of our customer service, calls may be monitored or recorded.

Any correspondence should quote your account number and be sent to the following address:

Business Customer Services  
Virgin Media Business  
Communications House  
1 Chippingham Street  
Attercliffe  
Sheffield, S9 3SE

If you're not happy with the response from Virgin Media Business, please contact the Customer Service Manager. We aim to resolve all enquiries and complaints to your satisfaction. For more details, please view our Code of Practice at [www.virginmediabusiness.co.uk/code-of-practice/](http://www.virginmediabusiness.co.uk/code-of-practice/)

If you're a small business (10 employees or less) and we've not reached an agreed settlement within eight weeks of receiving your complaint, or we agree in writing before the eight weeks is up, that the disagreement should be settled by independent adjudication, you can refer your complaint for independent consideration to CISAS (the Communications and Internet Services Adjudication Scheme). This service is absolutely free of charge.

The contact details for CISAS are as follows:

CISAS, 70 Fleet Street, London, EC4Y 1EU  
0207 5203827 - [info@cisas.org.uk](mailto:info@cisas.org.uk) - [www.cisas.org.uk](http://www.cisas.org.uk)

## Payment options

Payment of this invoice should be made now by one of the following methods.

### Direct Debit - easier payment

Direct Debit is a convenient and simple way to pay. If you would like to pay future invoices by Direct Debit, call Business Customer Services for details.



### By BACS

You can pay your invoice via BACS. Your Bank will ask for the following information.

Your account name: **CARGO MARKETING SERVICES LTD**

Your payment reference number: **608889501001**

Virgin Media Payments Limited Bank Account: **50753475**

Virgin Media Payments Limited Sort Code: **20-13-42**

Please send your remittance to:

**Virgin Media, PO Box 151, Sheffield, S98 1HS**

### At a bank

Some banks may make a charge if you do not have an account with them.

Complete the Bank Giro slip at the bottom of this invoice and take it together with your payment to any bank. Please allow 4 working days for payment to reach our account.

### By cheque

Please send your remittance to:

**Virgin Media Business**

**Business Payments**

**PO Box 4459**

**Worthing**

**BN13 1XP**

Cheques should be crossed and made payable to Virgin Media Payments Ltd.

Please enclose the attached bank giro credit slip with your cheque and write your Virgin Media Business invoice number on the back of the cheque. Do not send cash through the post.

### Credit card or Debit card

Mastercard (Eurocard), Visa, Maestro and Delta are all accepted.

Call Business Customer Services to make a payment.



### Failed items and Late Payments

We have introduced a late payment charge of £30. Please make sure you pay your bills on time to avoid incurring this charge. Alternatively, switch to Direct Debit payment so that your bill will automatically be paid on time.

Virgin Media Business Ltd.

Registered Office: Media House, Bartley Wood Business Park, Hook, Hampshire, RG27 9UP

Registered in England No. 01785381.

VAT registration number GB 591 8190 14



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## Payment summary

**Balance brought forward** £0.00

Your last bill amount £60.00

Payment detail -£60.00

Date	Description	Amount
Thu 3 Nov	Payment - Thank You	-£60.00

## Product summary

**TV or HSI charges** £50.00

### HSI

Description	Amount
Recurring charges, One-off charges, Adjustments	£50.00

## Analysis of charges

### TV or HSI analysis of charges

#### HSI analysis of charges

Description	Amount
Recurring charges	£50.00
One-off charges	£0.00
Adjustments	£0.00
<b>Total</b>	<b>£50.00</b>

## Charges in detail

### TV or HSI detail of charges

#### HSI charges

##### Recurring charges

Occurrence	Description	Date/period	Amount
I	I Free Static Ip Address	16 Nov 16 - 15 Dec 16	£0.00
I	Broadband 200	16 Nov 16 - 15 Dec 16	£50.00
<b>Total</b>			<b>£50.00</b>