

Self Billing Agreement

This is an agreement to a self-billing procedure between

Loveknitting Limited
VAT Number 137475592

and

Designer Name
VAT Number ...

1. Loveknitting Limited agrees:

- to issue self-billed invoices for all supplies and services supplied to them by the Designer until the following date:
- to complete self-billed invoices showing the Designer's name, address and VAT registration number, together with all details which constitute a full VAT invoice;
- to make a new self-billing agreement in the event that the Designer's VAT registration number changes; and
- to inform the Designer if the issue of self-billed invoices will be outsourced to a third party.

2. The Designer agrees:

- to accept invoices raised by the Loveknitting Limited on his/her behalf until the following date:
- not to raise sales invoices for the transactions covered by this agreement;
- to notify Loveknitting Limited immediately if the Designer:
 - (a) changes VAT Number;
 - (b) stops being VAT registered; and/or
 - (c) sells their business as a whole or in part.

Signed for and on behalf of Loveknitting Limited

Signed for and on behalf of Designer

Loveknitting
Date

Designer Name
Date