



Billing Summary

Microsoft Limited
Microsoft Campus
Thames Valley Park
Reading Berkshire RG6 1WG
UK
VAT Reg. No. GB724594615

Sold To
Kettleburgh Parish Council
Fortuna House
Low Street
Badingham
SUFFOLK
IP13 8JS
GB

Bill To
Kettleburgh Parish Council
Timbers
Church Road
Kettleburgh
SUFFOLK
IP137LE
GB

Summary

Billing Profile	Kettleburgh Parish Council
Billing Number	G138855435
Document Date	06/02/2026

Total Amount	GBP 11.59
Due on 06/02/2026	

Questions on your bill? Visit <https://aka.ms/invoice-billing>

Invoice for activity on 05/02/2026

This invoice is for any subscription purchases, renewals, and recurring charges on the date indicated. The service period you are paying for is listed with each subscription below. Find more details about your bill at

<https://admin.microsoft.com/Adminportal/Home#/billoverview/invoice-list/G138855435>

Billing Summary

Charges	9.66
Subtotal	9.66
Tax	1.93
Total (including Tax)	GBP 11.59

Payment Instructions:

Your account has a credit card on file and there is no action for you to take. The card you have on file will be charged.



Invoice

Microsoft Limited
Microsoft Campus
Thames Valley Park
Reading Berkshire RG6 1WG
UK
VAT Reg. No. GB724594615

Billing Profile

Tax Invoice Number

Tax Invoice Date

Kettleburgh Parish Council

GB-TI2600601301

06/02/2026

Sold To

Kettleburgh Parish Council

Fortuna House

Low Street

Badingham

SUFFOLK

IP13 8JS

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Invoice for activity on 05/02/2026

Section Summary		
Section Name	Charges (GBP)	Total (GBP)
Kettleburgh Parish Council	9.66	9.66
Total (excluding Tax)		9.66
Tax Amount		1.93
Total (including Tax)		11.59

Billing Details By Product						
Kettleburgh Parish Council						
Microsoft 365 Business Basic - One-Year commitment for monthly/yearly billing						
Purchases						
Charge Start Date - Charge End Date	Unit Price (GBP)	Qty	Charges/ Credits (GBP)	Tax Rate	Total (excluding Tax) (GBP)	Tax Line Indicator
05/02/2026-04/03/2026	4.83	2	9.66	20.00%	9.66	A
Tax Description			Sub-Total Amount (GBP)	Tax Amount (GBP)	Total (including Tax) (GBP)	Tax Line Indicator
Tax 20.00%			9.66	1.93	11.59	A
			Subtotal			9.66
			Azure Credit			0

Tax	1.93
Total	GBP 11.59



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