

# Agreement regarding recipient created tax invoices

Account name \_\_\_\_\_

Bank \_\_\_\_\_

Branch \_\_\_\_\_

BSB number \_\_\_\_\_

Account number \_\_\_\_\_

ABN \_\_\_\_\_

Registered for GST?  Yes  No

Legal Aid Queensland (the Recipient) and the undersigned (the Supplier) agree:

1. The Recipient may issue pro forma tax invoices to the Supplier in relation to work done.
2. Where the Recipient has issued a recipient created tax invoice, the Supplier will not issue any other tax invoice in relation to the work done.
3. The Supplier acknowledges that it is registered for GST when it enters into this agreement and that it will notify the Recipient if it ceases to be registered.
4. The Recipient acknowledges that it is registered when it enters into this agreement and that it will notify the Supplier if it ceased to be registered for GST.

Name of person completing the application:

Name \_\_\_\_\_ *(Print full name)*

Signature \_\_\_\_\_

Title \_\_\_\_\_ *(Sole practitioner / Partner / ILP Director / Barrister)*

## Please return to:

Coordinator, Preferred Supplier Strategy  
Email: [psupp.coordinator@legalaid.qld.gov.au](mailto:psupp.coordinator@legalaid.qld.gov.au)