



Recipient Created Tax Invoice Agreement and Payment Authority

This payment authority relates to the payment of commission as a percentage of income for school, preschool and other photography. The recipient (SchoolPix) will issue the Supplier (School/Centre as documented below) with a Recipient Created Tax Invoice (RCTI) for such commission payments. Both SchoolPix and the Supplier agree that they are registered for GST and further agree they will notify the other party in writing should they cease to be registered. The Supplier also agrees that they will not issue tax invoices to SchoolPix for commission payments and that they will notify SchoolPix in writing should they wish to cancel this agreement at any time. SchoolPix will require a tax invoice to pay commission (the amount of which will be advised) where a RCTI Agreement is not in place and/or the School/Centre is not registered for GST.

Please complete this form and return it to SchoolPix via email: **accounts@schoolpix.com.au**

To be completed by an authorised representative:

School/Centre name	
ABN	
BSB	
Account number	
Account name	

Contact name	
Contact position	
Contact telephone	
Contact email address	

Name: _____

Signature: _____ Date: _____

OFFICE USE ONLY

Authorised name: _____

Authorised signature: _____ Date: _____