

Saltash Town Council  
The Guildhall  
12 Lower Fore Street  
Saltash  
PL12 6JX

20 December 2024

## Invoice

**Client Ref:** 77004407    **Invoice Ref:** 540174739

|   |   |                       | Total (£)       | Total (£) |
|---|---|-----------------------|-----------------|-----------|
| <b>Cyber Package<br/>Renewal 2024 Cyber</b> | Talbot Underwriting Ltd via<br>Optimum Speciality Risks<br>Policy Number: 10508580<br>Effective: 21/12/24 | Premium               | 1,174.00        | 1,434.88  |
|   |   | Insurance Premium Tax | 140.88          |           |
|   |   | Underwriting Fee*     | 60.00           |           |
|   |   | Admin Fee             | 60.00           |           |
| <b>TOTAL AMOUNT PAYABLE</b>                 |   |                       | <b>1,434.88</b> |           |

Payment of this invoice is due by 4th January 2025.

### Terms & Conditions

Where enclosed, please check the schedule of cover thoroughly to ensure that the cover in force meets your requirements. Please ensure that you quote our invoice reference (540174739) when making payment. This is the reference that we use to reconcile payments against the policy and if omitted can lead to delay in confirming and issuing the policy. If you should have any queries please contact us.

### Payment Terms

Payment is required by the due date or within 14 days of the date of this invoice whichever is the later to ensure that continuous cover is maintained. Interest at a rate of 1% per month may be added to overdue accounts.

PLEASE REVIEW OUR BANK DETAILS BEFORE PAYMENT:

|           |                                |
|-----------|--------------------------------|
| Bank      | Nat West                       |
| Sort Code | 60-15-03                       |
| Acc. No.  | 65304586                       |
| Name      | Clear Insurance Management Ltd |

A receipt will not be issued unless specifically requested.