

Example 41 – Full tax invoice (consideration more than R5 000)

**RM Vehicles
t/a NZ Motors
RiversEdge Road
Mount Edgescombe
Movenber Hills
VAT No.: 4111252081**

Invoice No.: 2015/ 515..

DATE: 30 April 2016

TAX INVOICE

**To : Mr ABSF
456 Pale water Drive
Glen Fields
Johannesburg
VAT No. : 4740123987**

Date	Quantity	Description	VAT	R
30/04/2016	1	2006 BMW 318i (second-hand goods)	28 000,00	228 000,00
	1	Alarm System	420,00	3 420,00
Total				231 420,00
VAT included @ 14%				28 420,00

Quantity of goods or services supplied.

Name, address and VAT registration number of the supplier.

Serialised tax invoice number and date of the invoice.

The words “tax invoice” or “VAT invoice” or “invoice” must appear on the document.

Name, address and VAT registration number of the recipient.

Proper description of the goods or services supplied.

Total selling price charged including VAT. The VAT amount must either be separately quoted or the tax invoice must contain a statement that the total consideration includes VAT @ 14%.

Example 42 – Abridged tax invoice (Consideration less than R5 000)

TAX INVOICE

**BD (Pty) Ltd
Highfield Building
80 Club Avenue
Norwood
2192**

**Tax Invoice No: 2016/1235
VAT Registration No: 4321123450**

Date: 15 February 2016

DATE	DESCRIPTION OF GOODS / SERVICES	R
15/02/2016	6 pack of soda × 200	3000
	VAT @ 14%	42
	Total	3042