



Royal Bank of Canada PURCHASE ORDER

C P Sunblinds
St Saviour, JE2 7QN
United Kingdom

PO NUMBER **1501014600**
REQUISITION NAME **Electric Blind Works**
DATE **19/04/2021**
PAYMENT TERMS **30 days**
SHIPPING TERMS
CURRENCY **GBP**
CONTRACT
CONTACT **Andy Smith**
andy.smith@rbc.com

Ship To
Royal Bank of Canada
Admiral Park
St Peter Port
St Peter Port, GY1 3BQ
Guernsey
Attn: Andy Smith

Bill To
Royal Bank of Canada
Admiral Park
St Peter Port
St Peter Port, GY1 3BQ
Guernsey
Attn: Andy Smith

Line	Description	Qty	Unit	Price	Total
1	Electrical Co-ordination Works	1.0	Each	0.00	0.00
				1 Unit	0.00 GBP

Supplier Invoicing Guidelines for RBC

Please provide the following on all invoices:

1. Primary RBC Contact Name (mandatory)
2. RBC Purchase Order number if provided
3. RBC Legal Entity (mandatory)
4. Invoices must be addressed as follows (mandatory):

Royal Bank of Canada CI
Gaspé House
66-72 Esplanade
St Helier, Jersey
JE2 3QT

Attention: Accounts Payable

5. Supplier Bank Details (mandatory)
6. Supplier Invoice query details (mandatory) - NOTE; A no reply mailbox should not be used

Please note that any goods or services provided to RBC in the Channel Islands are exempt from GST & Out of scope for VAT

A copy of our GST certificate can be obtained for you records from RBC Accounts Payable (jybrfap@rbc.com)

We will expect you to send all invoices to RBC Accounts Payable mailbox (jybrfap@rbc.com), unless explicitly advised by your normal RBC business contacts.

Please note that RBC Accounts Payable are unable to make payments during the last five business days of the month due to month-end close.