

# Recipient Created Tax Invoice (RCTI) Agreement

## Appendix 2(A) – For Suppliers Registered for GST

This agreement is between **Healthy North Coast Ltd** trading as North Coast Primary Health Network ABN 18 154 252 132 (the Recipient) and

Supplier name

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Supplier ABN

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on this

day of

20

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### Conditions of Agreement

- The Recipient will issue a Recipient Created Tax Invoice (RCTI) in respect of supplies made by the Supplier.
- The Recipient shall issue a copy of the RCTI to the Supplier and retain the original.
- The Recipient shall issue a Recipient Created Adjustment Note (RCAN) to the Supplier in relation to adjustment events that occur in respect of supplies for which a RCTI was issued.
- The Supplier shall not issue tax invoices in respect of the supplies.
- The Supplier acknowledges that it is registered for GST when it enters into the agreement and that it will notify the Recipient if it ceases to be registered for GST.
- The Recipient indemnifies the Supplier for any liability for GST and penalty that may arise from an understatement of the GST payable on any of the specified supplies received on a tax invoice the Recipient issues.

THE SUPPLIER IS TO COMPLETE THIS RIGHT HAND SIDE.  
ENTER YOUR TRADING NAME, AND SIGN AND DATE THE FORM.

Signed by or on behalf of Healthy North Coast Ltd  
(the Recipient)

Signed by or on behalf of

(the Supplier)

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Director, Corporate Services

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Authorised Officer of Supplier

Date:

Date:

# Supplier contact information

## Supplier Details

Title	Given name	Family name
<hr/>		
Date of birth		
<hr/>		
Entity		
<hr/>		
Trading as		
<hr/>		
ABN		
<hr/>		
Service address		
<hr/>		
<hr/>		
Postal address		
<hr/>		
Email (for payment details)		
<hr/>		
Telephone (landline)	Mobile	
<hr/>		

## Bank Details

Bank name	Branch
<hr/>	
BSB (6 digits)	
<hr/>	
Account number	
<hr/>	
Account name	
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