

# DON'T PANIC

## event management

Don't Panic Projects Ltd  
Suite 21  
Hardmans Business Centre New Hall Hey Road  
Rawtenstall Rossendale BB4 6HH  
United Kingdom  
Company Reg no: 5527993  
VAT no: 869 0034 17

+44 (0)1706 828855  
www.dontpanicprojects.com

---

### Your Details

Louise Jaggar  
**Email:** louise@scribapr.com  
**Telephone:** 01484 489333  
Heritage Exchange, Wellington Mills  
70 Plover Road  
Huddersfield  
West Yorkshire  
HD3 3HR  
United Kingdom of Great Britain and Northern Ireland  
**Company Name:** Scriba PR  
**VAT Number:** 260022459

### INVOICE

Invoice Number: TSO-75157  
Date: 30/06/2021  
  
Status: PAID

---

### Your Trophy Order

#### Company Culture Awards 2021

<b>Price per unit:</b> £185	<b>Qty:</b> 1	£185
-----------------------------	---------------	------

#### Trophy Details

##### Trophy #1

Category Name : Leadership Award  
Company Name & Client Name (if relevant) : Katie Mallinson, Founder, Scriba PR  
Notes : Silver Award

---

<b>Subtotal:</b>	£185.00
<b>Shipping:</b>	£20.00
<b>VAT (20%):</b>	£41.00
<b>Total:</b>	£246.00

## **Payment Terms**

Award Entries:

Full payment for award entry is required by the date and time of the entry deadline, should payment not be received by this time it could result in your entry being removed.

Event Ticket Sales:

Strictly 14 days from invoice date or 7 days in advance of the event date whichever is sooner.

All bookings and entries are subject to our terms and conditions. For more information, please visit:

[dontpanicprojects.com/terms-conditions](https://dontpanicprojects.com/terms-conditions)

### **Payments can be made by BACS or credit card.**

To pay by credit card please call 01706 828855 and quote your invoice number.

For payments by BACS please note the following details:

**Account Name: Don't Panic Projects Ltd**

**Sortcode: 30-95-42**

**Account No: 02343206**

For payments outside the UK please note the following details:

**BIC: LOYDGB21004**

**IBAN: GB56 LOYD 3095 4202 3432 06**

**Bank: Lloyds Bank, Market Street, Manchester, M1 1PW**

Please e-mail remittance to: [accounts@dontpanicprojects.com](mailto:accounts@dontpanicprojects.com)

If you have any queries regarding invoicing or payments please contact Michelle on +44 (0) 1706 828855 or e-mail [accounts@dontpanicprojects.com](mailto:accounts@dontpanicprojects.com)