



Haygrove School

Purchase of a musical instrument under the **Assisted Instrument Purchase Scheme**

To: Head of Music
Haygrove School
Durleigh Road
Bridgwater
Somerset
TA6 7HW

From: _____

(Insert name and address of parent/guardian)

(Date)

I wish to purchase a
(Insert make and model of instrument to be purchased)

For my child (insert name) under the Assisted Instrument Purchase Scheme (AIPS) and enclose payment in full (excluding VAT).

You will need to obtain a quotation, including any delivery cost and VAT at 20%.

The price without VAT is calculated by dividing the price including VAT by 1.20.
It is NOT calculated by taking 20% off the full price.
For example an instrument costing £200 including VAT has a price excluding VAT of £166.66 not £160.

I have contacted the school and confirm that this request complies with the most recent set of HM Custom's regulations.

Yours sincerely

(Signed)

(Print Name)

(Date)