



PROFORMA TAX INVOICE

for a **STAGE 1 ENQUIRY** on results for a Cambridge ESOL exam taken in Australia

FAMILY NAME OF CANDIDATE:
 GIVEN NAMES OF CANDIDATE:
 NAME of SCHOOL:
 CENTRE NAME:
 CENTRE NUMBER AU.....
 CANDIDATE NUMBER:
 DATE OF EXAM:
 NAME OF EXAM:

Deadline for a STAGE 1 ENQUIRY to be lodged with our office: 15 JUNE (for exams taken in March), 15 SEPTEMBER (for exams taken in June), 15 MARCH (for exams taken in December)

Service			Fees in AUD
Stage 1 results enquiry	A full clerical re-check of all papers This does not mean that the papers are marked again.	Fee made up of Cambridge UK fee of £15 plus our local admin fee incl. 10% GST	\$50.00

Please note: Strict time limits for requesting an enquiry on results apply. Please see Cambridge ESOL UK website www.cambridgeesol.org.

Stage 1 inquiries must be completed before Stage 2 can be undertaken. Requests for these inquiries must be lodged through 'Cambridge Examinations' in Australia. However, the results inquiry process is conducted by Cambridge ESOL in the UK and the outcome is not determined by Cambridge Examinations in Australia. In the event that the inquiry results in a change of grade, the UK proportion of the candidate's inquiry fees will be refunded at the prevailing rate of exchange. These fees are set out in the www.Cambridgeesol.org website.

Payment options:

- Cheque or Money Order (made payable to *Cambridge Examinations Pty Ltd*)
- Cash (If paid in person at the Sydney Office)
- Direct Deposit: ANZ Bank Balmain BSB Number: 012 227 Account Number: 4981 301 78
- Credit Card

This invoice is a tax invoice when payment is made in full. An official tax invoice will be sent upon receipt of fees.