

### Third Party Billing statement

If your company/department plans to pay your fees, your company/department will need to furnish a signed statement. The statement may be emailed or delivered in person to Dutch First. Please deliver this document at least one week before the course start date.

### Always get approval before you sign up for the next course!

Even if your company has a pretty relaxed policy towards funding education, they might be annoyed if you decide to register for a class and expect them to pay for it without first getting approval.

## Company Payment Statement

Herby we state that \_\_\_\_\_  
/employer's / company name/

with company organization number \_\_\_\_\_  
/employer's / company organization number/

is paying for the course \_\_\_\_\_  
/full name of the course/

This letter confirms that we will accept the full course costs \_\_\_\_\_  
/price for the course/

including/ not including books\* \_\_\_\_\_  
/\*write here if you are paying for the books/

for: Mr/Mrs \_\_\_\_\_  
/employees name/

### and we would like the invoice to be sent to:

Company name \_\_\_\_\_

Company org. number \_\_\_\_\_

The invoicing address \_\_\_\_\_

Responsible / contact person \_\_\_\_\_

Phone number \_\_\_\_\_

E-mail address \_\_\_\_\_

\_\_\_\_\_  
Date and place

\_\_\_\_\_  
Company representative's signature