



Gordon's School
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The National Memorial to General Gordon
Patron: His Majesty The King

THE EDUCATIONAL ASSISTED INSTRUMENT PURCHASE SCHEME

This scheme is intended for students who attend full time education at Local Education Authority Schools (including Academies) or Music Services and receive musical tuition as part of their National Curriculum for them to be able to purchase instruments without paying VAT.

HOW THE SCHEME WORKS

1. The parent/guardian along with your child will make your choice of instrument by visiting your preferred music shop/supplier and ascertain the price of the instrument, including any carriage/handling charge, and excluding VAT. This scheme is for instruments with a net value of £100 and above.
2. Obtain a quotation from the music shop/supplier for the chosen instrument together with any accessories. Then complete the attached form, and send to finance@gordons.school attaching the quotation.
3. Gordon's Finance Department will issue an invoice for the full amount less VAT to the Parent/Guardian for payment. Once payment had been received, we will place the order with your chosen supplier. The music shop/supplier will dispatch the instrument to the school, who will in turn inform you that your instrument is ready for collection
4. The School will pay the music shop/supplier invoice including VAT and will claim back the VAT on its next VAT return. This scheme has the approval of H.M Customs & Excise and was reviewed in September 1994 by the VAT office. For advice on which instrument is suitable for your child, do check with the teacher at School.