



# Non-Household Invoicing timetable for 2023/2024

As a wholesaler, we aim to be as helpful as possible to the retailers who operate in our area.

A key part of our ongoing relationship with our retailers are the invoices we issue, containing our charges for primary and non-primary, services. For the avoidance of doubt, “primary charges” refers to our wholesale water tariff, and “non primary charges” refer to the miscellaneous services we provide to our retailers’ non-household customers.

Details of our wholesale tariffs and non-primary charges can be found in the document entitled “Wholesale Charges Schedule 23-24”, located in the “retailers” section of our website.

<https://www.bristolwater.co.uk/retailers/>

We’ve therefore drawn up this timetable, containing details of when we intend to issue our invoices to retailers. We’ve also included a reminder of the dates by which retailers need to have paid their invoices. We hope that retailers find this information to be useful.

The dates included in our invoicing timetable have been arrived at following a review of MOSL’s published settlement timetable for year commencing April 1<sup>st</sup> 2023.

As retailers must ensure that they pay invoices relating to primary and non-primary settlement charges within the timescales set out by the market operator, we know that it’s important for retailers to know when they can expect to receive invoices from us.

As a reminder, retailers need to settle any invoices issued in relation to the pre-payment of primary charges no later than 10 business days prior to the start of the month, whereas “post-payment” invoices need to be settled by the later of the 30<sup>th</sup> day of the month in which the invoices are issued, or 15 days after the invoice was issued. The attached timetable confirms that we intend to issue our invoices early in the month, as in previous years, so we anticipate that the due date for payment of our invoices will be the 30<sup>th</sup> day of the month, as shown in the timetable.

As before, our timetable includes details of dates for retailers who wish to pre-pay their primary charges, based upon the estimated P1 reports to be issued by MOSL prior to the month in question, and a different set of dates for retailers who wish to post-pay.

Retailers should note that they are free to choose which of the two options they wish to pursue and are free to amend their choice at any time. Changes will take effect from the start of the month following their decision.

#### Timetable one – for retailers who wish to pre-pay their primary settlement charges

<u>Chargeable Month 2023/24</u>	<u>Settlement report</u>	<u>Invoice dates (for estimated charges)</u>	<u>Invoice due date</u>
<b>April</b>	April P1	Monday March 13th 2023	<b>Tuesday March 21st 2023</b>
<b>May</b>	May P1	Tuesday April 11th 2023	<b>Wednesday April 19th 2023</b>
<b>June</b>	June P1	Wednesday May 10th 2023	<b>Thursday May 18th 2023</b>
<b>July</b>	July P1	Monday June 12th 2023	<b>Tuesday June 20th 2023</b>
<b>August</b>	August P1	Tuesday July 11th 2023	<b>Wednesday July 19th 2023</b>
<b>September</b>	September P1	Thursday August 10th 2023	<b>Friday August 18th 2023</b>
<b>October</b>	October P1	Monday September 11th 2023	<b>Tuesday September 19th 2023</b>
<b>November</b>	November P1	Wednesday October 11th 2023	<b>Thursday October 19th 2023</b>
<b>December</b>	December P1	Friday November 10th 2023	<b>Monday November 20th 2023</b>
<b>January</b>	January P1	Thursday December 07th 2023	<b>Friday December 15th 2023</b>
<b>February</b>	February P1	Thursday January 11th 2024	<b>Friday January 19th 2024</b>
<b>March</b>	March P1	Friday February 9th 2024	<b>Monday February 19th 2024</b>
<b>April</b>	April P1	Friday March 8th 2024	<b>Monday March 18th 2024</b>

Timetable two, on the following page, contains details of the dates relating to post-payment invoices.

Timetable two – post-month invoices, (applicable to all retailers)

<u>Chargeable Month</u> <u>2023/24</u>	<u>Settlement reports</u>	<u>Proposed invoice date</u>	<u>Invoice due date</u>
April	March 2023 R1, Jan 2023 R2, Jul 2022 R3, November 2021 RF	Friday April 14 <sup>th</sup> 2023	Friday April 28 <sup>th</sup> 2023
May	April 2023 R1, Feb 2023 R2, Aug 2022 R3, December 2021 RF	Monday May 15 <sup>th</sup> 2023	Tuesday June 30 <sup>th</sup> 2023
June	May 2023 R1, Mar 2023 R2, Sept 2022 R3, Jan 2022 RF	Thursday June 15 <sup>th</sup> 2023	Friday June 30 <sup>th</sup> 2023
July	June 2023 R1, April 2023 R2, October 2022 R3, Feb 2022 RF	Friday July 14 <sup>th</sup> 2023	Friday July 28 <sup>th</sup> 2023
August	Jul 2023 R1, May 2023 R2, Nov 2022 R3, Mar 2022 RF	Tuesday August 15 <sup>th</sup> 2023	Wednesday August 30 <sup>th</sup> 2023
September	Aug 2023 R1, June 2023 R2, December 2022 R3, Apr 2022 RF	Friday September 15 <sup>th</sup> 2023	Friday September 29 <sup>th</sup> 2023
October	Sept 2023 R1, Jul 2023 R2, Jan 2023 R3, May 2022 RF	Friday October 13 <sup>th</sup> 2023	Monday October 30 <sup>th</sup> 2023
November	Oct 2023 R1, Aug 2023 R2, Feb 2023 R3, June 2022 RF	Wednesday November 15 <sup>th</sup> 2023	Thursday November 30 <sup>rd</sup> 2023
December	Nov 2023 R1, Sept 2023 R2, Mar 2023 R3, Jul 2022 RF	Wednesday December 13 <sup>th</sup> 2023	Friday December 29 <sup>th</sup> 2024
January	December 2023 R1, Oct 2023 R2, Apr 2023 R3, Aug 2022 RF	Monday January 15 <sup>th</sup> 2024	Tuesday January 30 <sup>th</sup> 2024
February	Jan 2024 R1, Nov 2023 R2, May 2023 R3, Sept 2022 RF	Thursday February 15 <sup>th</sup> 2024	Friday March 01 <sup>st</sup> 2024
March	Feb 2024 R1, December 2023 R2, June 2023 R3, Oct 2022 RF	Friday March 15 <sup>th</sup> 2024	Friday March 29 <sup>th</sup> 2024