

# INVOICE

[Your Name/Business]  
[Address Line 1]  
[City, State, Zip]  
[Email / Phone]

**Invoice #:** [0001]  
**Date:** [Date]  
**Due Date:** [Date]

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## BILL TO:

[Client Name/Company]  
[Client Address]  
[Tax ID / VAT Number]

## PAYMENT INFO:

Bank: [Bank Name]  
SWIFT/BIC: [Code]  
IBAN/Account: [Number]  
PayPal: [Email Address]

DESCRIPTION (SOURCE > TARGET)	QUANTITY / UNITS	RATE	AMOUNT
[Project Title - Translation Service]	[Word Count / Hours]	[Price per Unit]	[Total]
[Proofreading / Editing]	[Word Count / Hours]	[Price per Unit]	[Total]
			Subtotal: [Amount]
			Tax ([%]): [Amount]

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**Total Amount Due: [Currency] [Total]**

**Notes:**

Please include the invoice number with your payment. Thank you for your business.