

[Agency/Freelancer Name]
[Address Line 1]
[City, State, Zip]
[Email / Phone]

INVOICE

Invoice #: [0000]
Date: [MM/DD/YYYY]

BILL TO:

[Client Company Name]
[Contact Name]
[Client Address]

PROJECT DETAILS:

Project: [Campaign Name/Code]
Source Language: [Language]
Target Language(s): [Language]

Description of Services	Quantity / Units	Rate	Amount
[Marketing Copy Translation - Ad Set A]	[Word Count/Hours]	[\$0.00]	[\$0.00]
[Localization & Cultural Consultation]	[Hours]	[\$0.00]	[\$0.00]
[Desktop Publishing / Formatting]	[Pages/Units]	[\$0.00]	[\$0.00]

Subtotal: [\$0.00]
Tax ([0%]): [\$0.00]

Total Due: [\$0.00]

Payment Terms: [e.g., Net 30 Days]

Payment Methods: [Bank Transfer / PayPal / Other]

Thank you for your business!