

INVOICE

[Forwarding Company Name]
[Street Address]
[City, State, Zip]

Invoice #: [00000]
Date: [MM/DD/YYYY]
Due Date: [MM/DD/YYYY]

BILL TO:

[Client Name]
[Client Address]
[Contact Details]

CONSIGNEE:

[Receiver Name]
[Delivery Address]
[Contact Details]

HBL / AWB NO:

[Number]

ORIGIN:

[Port/City]

DESTINATION:

[Port/City]

VESSEL/FLIGHT:

[Name/No.]

WEIGHT/VOLUME:

[0.00 kg / 0.00 cbm]

INCOTERMS:

[e.g. FOB, CIF]

Description of Charges	Quantity	Rate	Total
Ocean/Air Freight Charges			
Origin Handling Charges			
Customs Clearance Fee			

Description of Charges	Quantity	Rate	Total
Documentation & Admin			
Insurance			

Subtotal: [Amount]

Tax/VAT: [Amount]

Total Amount Due: [Currency] [0.00]

PAYMENT INSTRUCTIONS:

Bank Name: [Name] | Account No: [Number] | Swift Code: [Code]

Thank you for your business.