

INVOICE

[Your Company Name]
[Street Address]
[City, State, Zip]
[Email/Phone]

Bill To:
[Client Name]
[Client Address]
[Tax ID/VAT Number]

Invoice #: [000000]

Date: [Date]

Due Date: [Date]

Project: [Project Name/Reference]

Service Description (Source > Target)	Unit Type	Quantity	Rate	Amount
[Translation Service - Document Name]	Words	0	\$0.00	\$0.00
[Proofreading / Editing]	Hours	0	\$0.00	\$0.00
[Desktop Publishing / Formatting]	Pages	0	\$0.00	\$0.00

Subtotal: \$0.00

Tax ([0] %): \$0.00

Total Balance Due: \$0.00

Payment Instructions:

Bank Name: [Name]

SWIFT/BIC: [Code]

IBAN/Account: [Number]

Thank you for your business.