

LEGAL TRANSLATION AGENCY

123 Legal Suite, Justice Way
City, State, Zip Code
Email: contact@agency.com

INVOICE

BILL TO:

[Client Name / Law Firm]
[Attn: Department/Contact]
[Address Line 1]
[Address Line 2]

Invoice #: [00000]

Date: [MM/DD/YYYY]

Due Date: [MM/DD/YYYY]

Case Reference: [Case Name/No.]

Service Description	Source/Target	Quantity	Rate	Total
[Document Title/Type]	[Lang] to [Lang]	[Words/Hours]	[\$[0.00]]	[\$[0.00]]
[Certified/Notarized Fee]	-	[1]	[\$[0.00]]	[\$[0.00]]
Subtotal: \$[0.00] Tax (%): \$[0.00]				
Amount Due: \$[0.00]				

Payment Instructions:

Wire Transfer: [Bank Name] | Account: [Number] | Routing: [Number]

Checks payable to: [Agency Name]

Thank you for your business.