INVOICE

[Firm Name]
[Address Line 1]
[City, Country, Zip]
[Email/Phone]

Invoice #: [0000]
Date: [Date]
Due Date: [Date]

BILL TO:

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

PROJECT REF:

[Project Name/PO #]

SERVICE DESCRIPTION / LANGUAGE PAIR	UNIT	QUANTITY	RATE	AMOUNT
[Translation: Source → Target]	[Words/Hours]	0	0.00	0.00
[Proofreading / Editing]	[Words/Hours]	0	0.00	0.00
[DTP / Localization Services]	[Hours]	0	0.00	0.00

Subtotal: 0.00
Tax/VAT ([0]%): 0.00

Total ([Currency]): 0.00

Payment Instructions:
Bank Name: [Bank Name]
SWIFT/BIC: [Code]
IBAN/Account: [Number]

Thank you for your business.