

INVOICE

#INV-0000
Date: [Date]

[Your Name/Company]
[Address Line 1]
[Email/Phone]
[Tax ID/VAT Number]

CLIENT

[Client Name/Company]
[Department/Contact Person]
[Address Line 1]
[Tax ID/VAT Number]

PROJECT DETAILS

Project: [Project Name/Code]
Source: [Source Language]
Target: [Target Language]
PO Number: [Reference]

Description	Unit Type	Quantity	Rate	Amount
Technical Translation (New Words)	Word	0	0.00	0.00
TM Match / Repetitions	Word	0	0.00	0.00
Technical Review / Proofreading	Hour	0	0.00	0.00
DTP / Formatting	Page	0	0.00	0.00

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

PAYMENT INSTRUCTIONS

Bank Name: [Name]
SWIFT/BIC: [Code]
IBAN/Account: [Number]
Payment Due Within: [30] Days