

DOWN PAYMENT INVOICE

[Production Company Name]
[Address Line 1]
[Email / Phone]

Invoice #: _____
Date: _____
Due Date: _____

BILL TO:

[Client Name / Company]
[Client Address]
[Contact Person]

PROJECT DETAILS:

Project Title: _____
Production Dates: _____
PO Number: _____

Description	Percentage	Amount
Initial Production Deposit / Mobilization Fee Commencement of pre-production, talent booking, and equipment reservations.	_____%	\$0.00

Project Total: \$0.00
Amount Due: \$0.00

PAYMENT INSTRUCTIONS

Bank Name: _____
Account Name: _____

Account Number / IBAN: _____
SWIFT/BIC: _____

Note: Production will commence upon receipt of the down payment.