

INVOICE

[Invoice Number]

[Translator Name/Agency]
[Address Line 1]
[City, State, Zip]
[Email / Phone]

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

Date: [Date]
Due Date: [Date]
Project ID: [Reference]

Description (Source > Target)	Unit (Words/Hours)	Rate	Amount
[Translation Project Title]	[0,000]	[\$[0.00]]	[\$[0.00]]
[Editing/Proofreading]	[0,000]	[\$[0.00]]	[\$[0.00]]
[Other Services]	[0]	[\$[0.00]]	[\$[0.00]]

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

Total Due: \$[0.00]

Payment Instructions:

Bank: [Bank Name] | SWIFT/BIC: [Code] | IBAN: [Number]

PayPal: [Email Address]

Thank you for your business.