

[FIRM NAME]

[Global Headquarters Address]
[City, Country, Postcode]
[Tax ID / VAT Number]

INVOICE

Invoice #: [INV-000]
Date: [DD/MM/YYYY]
Due Date: [DD/MM/YYYY]

CLIENT INFORMATION

[Client Name]
[Department / Project]
[Address line 1]
[City, Country]

ENGAGEMENT DETAILS

Project: [Market Entry Strategy / M&A Due Diligence]
Currency: [USD/EUR/GBP]
PO Number: [Reference]

DESCRIPTION OF SERVICES	UNITS / HOURS	RATE	AMOUNT
[Strategic Analysis - Phase 1 Deliverables]	[0.00]	[0.00]	[0.00]
[International Market Assessment & Research]	[0.00]	[0.00]	[0.00]

DESCRIPTION OF SERVICES	UNITS / HOURS	RATE	AMOUNT
[Reimbursable Expenses - Travel/Data Access]	[1.00]	[0.00]	[0.00]

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

WIRE TRANSFER INSTRUCTIONS

Bank Name: [Name]
SWIFT/BIC: [Code]
IBAN/Account: [Number]
Reference: [Invoice Number]

Payment Terms: Net [30] days. Late payments are subject to a [0] % monthly interest charge.
Thank you for your partnership in global strategy.