

# PROFORMA INVOICE

[Your Company Name]  
[Street Address]  
[City, State, Zip]  
[Tax ID/VAT Number]

**Invoice #:** [PI-000-00]

**Date:** [YYYY-MM-DD]

**Project Code:** [PRJ-XXXX]

**Expiry Date:** [YYYY-MM-DD]

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## BILL TO

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

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## PROJECT SCOPE

**Lead Consultant:** [Name]  
**Estimated Timeline:** [Duration]  
**Currency:** [USD/EUR/GBP]

Milestone / Description	Hours/Qty	Rate	Total
[Project Phase 1: Planning & Architecture]	[0.00]	[0.00]	[0.00]

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<b>Milestone / Description</b>	<b>Hours/Qty</b>	<b>Rate</b>	<b>Total</b>
[Project Phase 2: Development & Implementation]	[0.00]	[0.00]	[0.00]
[Project Phase 3: QA & Deployment]	[0.00]	[0.00]	[0.00]
<b>Subtotal:</b> [0.00] <b>Tax ([0]%):</b> [0.00] <b>Total Amount:</b> [0.00]			

**Payment Terms:** [e.g., 50% Upfront, 50% upon Completion]

**Bank Details:** [Bank Name] | **Account:** [Number] | **Swift/BIC:** [Code]

*Note: This is a Proforma Invoice, not a Tax Invoice. Final invoice will be issued upon delivery.*