

# PROFORMA INVOICE

[Consultancy Name]  
[Street Address]  
[City, Country, Zip]  
[Tax ID / VAT Number]

**Invoice No:** [Number]  
**Date:** [Date]  
**Project Ref:** [Project ID]

## CLIENT DETAILS

[Client Company Name]  
[Contact Person]  
[Street Address]  
[City, Country, Zip]  
[Client Tax ID]

## PROJECT SUMMARY

**Service:** International Consultancy  
**Scope:** [Brief Project Name/Phase]  
**Currency:** [USD/EUR/GBP]

Description of Services	Units/Hours	Rate	Amount
[Phase 1: Strategic Analysis & Research]	[Qty]	[0.00]	[0.00]
[Phase 2: Implementation & Advisory]	[Qty]	[0.00]	[0.00]
[Reimbursable International Travel Expenses]	[Qty]	[0.00]	[0.00]

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

Total Amount Due: [0.00]

INTERNATIONAL PAYMENT INSTRUCTIONS

**Bank Name:** [Bank Name]

**SWIFT/BIC:** [Code]

**IBAN:** [Number]

**Account Name:** [Consultancy Name]

**Intermediary Bank:** [If applicable]

**Terms:** Payment due within [X] days. This is a proforma invoice issued for customs/advance payment purposes. Final invoice will follow upon milestone completion.