

PROFORMA INVOICE

[Provider Name]
[Address Line 1]
[Address Line 2]
[Contact Email/Phone]

Date: [Date]
Invoice #: [Number]
Project ID: [Project Reference]

BILL TO:

[Client Name]
[Client Company]
[Client Address]

Milestone / Task Description	Completion Date	Amount
[Milestone 1 Description]	[Date]	[0.00]
[Milestone 2 Description]	[Date]	[0.00]
[Milestone 3 Description]	[Date]	[0.00]

Subtotal: [0.00]
Tax (%): [0.00]

Total Payable: [0.00]

Payment Terms: [Net 30 / Upon Receipt]

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

** This is a proforma invoice provided prior to the delivery of goods or services.*