

# TAX INVOICE

[Your IT Business Name]  
[Registration / Tax ID Number]  
[Address Line 1]  
[Email / Phone]

**Invoice #:** [00000]  
**Date:** [DD/MM/YYYY]  
**Due Date:** [DD/MM/YYYY]

**BILL TO:**

**[Client Name / Company]**  
[Client Address]  
[Client Tax ID]

**PROJECT / REFERENCE:**

[Project Name or Purchase Order Number]

Description of Services	Qty/Hrs	Rate	Amount
[Service Name: e.g., Cloud Infrastructure Migration]	0.0	0.00	0.00
[Service Name: e.g., Software Development - Sprint 1]	0.0	0.00	0.00
[Service Name: e.g., Managed IT Support Monthly Fee]	0.0	0.00	0.00

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

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**PAYMENT INSTRUCTIONS:**

Bank: [Bank Name] | Account Name: [Name] | BSB/Swift: [Code] | Account #: [Number]  
*Please use the invoice number as payment reference.*

Thank you for your business.