

TAX INVOICE

[Your Company Name]
[Registration Number]
[Address Line 1]
[Email / Phone]

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

BILL TO:

[Client Name]
[Client Address]
[Tax ID/VAT Number]

PROJECT REFERENCE:

[Project Name / ID]
[Purchase Order Number]

DESCRIPTION OF DELIVERABLES/SERVICES	QTY/HRS	UNIT PRICE	TOTAL
Hardware Procurement [e.g., Servers, Switches, Storage Units]	-	-	0.00
Software Licensing [e.g., OS, Virtualization, Security Stack]	-	-	0.00

DESCRIPTION OF DELIVERABLES/SERVICES	QTY/HRS	UNIT PRICE	TOTAL
Implementation Services [e.g., Configuration, Rack/Stack, Migration]	-	-	0.00
Project Management Fee	-	-	0.00
Subtotal: 0.00 Tax ([0] %): 0.00			
Total Amount: [Currency] 0.00			

PAYMENT INSTRUCTIONS:

Bank: [Bank Name]
 Account Name: [Name]
 Account No: [Number]
 SWIFT/IBAN: [Code]

NOTES:

Please include invoice number as reference.