

TAX INVOICE

[Your Agency Name]
[Address Line 1]
[Tax ID / EIN]

Invoice #: [0000]
Date: [Date]
Due Date: [Date]

Bill To:

[Client Name]
[Company Name]
[Address Line 1]
[Email/Phone]

Event Details:

Show Name: [Trade Show Name]
Booth #: [Number]
Location: [City/Venue]

| Description of Services / Rentals | Qty | Unit Price | Total |
|-----------------------------------|-----|------------|--------|
| Booth Design & Planning Fees | 1 | \$0.00 | \$0.00 |
| Equipment Rental (AV/Furniture) | 0 | \$0.00 | \$0.00 |
| Logistics & Freight Handling | 1 | \$0.00 | \$0.00 |
| On-site Staffing/Labor | 0 | \$0.00 | \$0.00 |

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

Total Amount: \$0.00

Payment Instructions:

Bank Name: [Name] | Account Name: [Name] | Account #: [000000] | Swift/BIC: [Code]

Please include the invoice number as a reference for your payment.