

TAX INVOICE

[Catering Company Name]
[Address Line 1]
[Tax ID / Business Registration]

Invoice #: [0000]
Date: [DD/MM/YYYY]
Due Date: [DD/MM/YYYY]

Client:

[Client Name / Company]
[Event Location]
[Contact Number]

Event Details:

Event Date: [DD/MM/YYYY]
Guest Count: [00]
Service Type: [Buffet/Plated/Drop-off]

Description	Qty/Hrs	Rate	Total
[Menu Package Name/Description]	[0]	[0.00]	[0.00]
[Service Staff/Labor]	[0]	[0.00]	[0.00]
[Equipment Rental/Setup Fee]	[0]	[0.00]	[0.00]

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

Grand Total: [Currency Symbol] [0.00]

Payment Terms: [Net 30 / Due on Receipt]
Bank Details: [Bank Name] | **Account:** [Number] | **Code:** [Swift/Routing]

Thank you for choosing [Catering Company Name]!