

TAX INVOICE

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

INVOICE NUMBER

#INV-000

DATE OF ISSUE

[Date]

CLIENT / BILL TO

[Client Name]
[Client Address]
[Phone/Email]

EVENT DETAILS

Event: [Event Type/Name]

Date: [Event Date]

Location: [Venue Name]

Guests: [Count]

Description	Qty/Unit	Price	Amount
[Menu Package/Food Service]	[0]	0.00	0.00
[Beverage Service]	[0]	0.00	0.00
[Staffing & Service Fees]	[0]	0.00	0.00
[Equipment Rental]	[0]	0.00	0.00
Subtotal			0.00

Tax ([0]%) 0.00

Total Due [Currency] 0.00

PAYMENT INSTRUCTIONS

Bank: [Bank Name] | Account Name: [Account Name]

Account Number: [Number] | Sort Code/Swift: [Code]

Terms: Please settle this invoice within [X] days. Thank you for your business.