

PROFORMA INVOICE

[Exhibition Management Company Name]
[Address Line 1]
[City, Country, Zip]

INVOICE # : [PI-000]
DATE : [YYYY-MM-DD]
DUE DATE : [YYYY-MM-DD]

EXHIBITOR / BILL TO:

[Client Name]
[Company Name]
[Tax ID / VAT Number]
[Email/Phone]

EVENT DETAILS:

[Exhibition Name]
Venue: [Venue Name/Hall]
Booth No: [000]
Space Type: [Raw Space/Shell Scheme]

Description of Services	Qty/Sqm	Unit Price	Total
Booth Space Rental	[0]	[0.00]	[0.00]
Standard Shell Scheme Construction	[0]	[0.00]	[0.00]
Mandatory Insurance & Admin Fee	[0]	[0.00]	[0.00]
Electrical & Water Connections	[0]	[0.00]	[0.00]
		Subtotal: [0.00]	
		Tax (0%): [0.00]	

Grand Total: [Currency] [0.00]

BANK TRANSFER DETAILS

Bank Name: [Name] | Account Name: [Name] | IBAN: [Number] | SWIFT: [Code]

Note: This is a Proforma Invoice issued for payment purposes. A Tax Invoice will be issued upon receipt of funds.