

PROFORMA INVOICE

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

Agent / Agency Information

[Agency Name]
[Agent License Number]
[Business Address]
[Phone / Email]

Bill To

[Client Name]
[Client Address]
[Client Phone]

Property & Transaction Details

Property Address: [Full Property Address]
Sale/Lease Price: \$[0.00]
Closing Date: [MM/DD/YYYY]

Description	Rate / %	Total Amount
Professional Real Estate Commission	[0.0]%	\$[0.00]
Administrative / Marketing Fees	Fixed	\$[0.00]

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

Total Payable: \$[0.00]

Payment Instructions

Bank Name: [Name]
Account Name: [Name]
Account Number: [Number]
Routing / SWIFT: [Code]

Note: This is a proforma invoice provided for informational purposes prior to the final settlement.