AGENCY_NAME

Street Address, City
Country, Postal Code
Tax ID: [VAT/GST NUMBER]

PROFORMA INVOICE

No: [INVOICE_NUMBER]
Date: [DATE]

BILL TO:

[Client Company Name]
[Contact Name]
[Client Address]
[Client Country]
[Client Tax ID]

PROJECT:

[Project Name/Reference]
Currency: [USD/EUR/GBP]

DESCRIPTION OF SERVICES	QUANTITY	RATE	AMOUNT
[Creative Service Item 1]	1	0.00	0.00
[Creative Service Item 2]	1	0.00	0.00

Subtotal: 0.00
Tax/VAT (0%): 0.00
Total Amount Due: [CUR] 0.00

INTERNATIONAL WIRE INSTRUCTIONS

Bank Name: [Bank Name]

SWIFT/BIC: [SWIFT Code]

IBAN: [IBAN Number]

Account Holder: [Agency Name]

Notes: All international bank fees to be borne by the remitter.