

# INVOICE

[Agency Name]  
[Street Address]  
[City, State, Zip]  
[Email/Phone]

**Invoice #:** [0000]  
**Date:** [Date]  
**Due Date:** [Date]

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## BILL TO:

[Client Company Name]  
[Contact Name]  
[Client Address]  
[Tax ID/VAT if applicable]

## PAYMENT DETAILS:

Bank: [Bank Name]  
Account: [Number]  
SWIFT/BIC: [Code]  
Reference: [Invoice #]

Candidate & Position	Start Date	Annual Salary	Fee %	Total
[Candidate Name] [Job Title / Tech Stack]	[Date]	[0.00]	[0]%	[0.00]

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

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**Total Amount: [Currency] [0.00]**

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**Terms:** Standard [30]-day replacement guarantee applies as per the signed Recruitment Services Agreement.

Thank you for your business.