

OFFICIAL INVOICE

[Translator Full Name]

Sworn & Certified Translator

[License/Registration No.]

[Address Line 1]

[Email / Phone]

Invoice #: [00000]

Date: [DD/MM/YYYY]

Due Date: [DD/MM/YYYY]

Client / Bill To:

[Client Name / Company]

[Tax ID / VAT Number]

[Client Address]

[Contact Email]

Project Reference:

Source Language: [Language]

Target Language: [Language]

Certification Type: [Sworn/Apostille]

Description of Services	Quantity/Units	Rate	Amount
Official Translation of [Document Name]	[Word count/Pages]	[0.00]	[0.00]
Certification & Legalization Fee	1	[0.00]	[0.00]
Shipping / Courier Fees	[1]	[0.00]	[0.00]

Subtotal: [0.00]

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

TOTAL DUE: [Currency Symbol] [0.00]

Payment Information:

Bank: [Bank Name]

IBAN/Swift: [Numbers]

Reference: [Invoice Number]

Authentication:

Place Sworn Translator Stamp / Seal Here

Declaration: I hereby certify that this invoice relates to official translation services performed in accordance with my professional appointment as a Sworn Translator.

Signature