

INVOICE

[Your Company Name]
[Business Address]
[Email/Phone]

Invoice #: [00000]
Date: [MM/DD/YYYY]
Due Date: [MM/DD/YYYY]

Bill To:

[Client Name]
[Client Company]
[Client Address]

Project Details:

Project Name: [Website Name/URL]
Source Language: [Language]
Target Language(s): [Language(s)]

Service Description	Quantity / Words	Rate	Amount
Content Translation & Adaptation	[0,000]	[\$0.00]	[\$0.00]
Linguistic Quality Assurance (LQA)	[0] Hours	[\$0.00]	[\$0.00]
Localized SEO & Meta Tagging	[1]	[\$0.00]	[\$0.00]
UI/UX Layout Review	[0] Hours	[\$0.00]	[\$0.00]

Subtotal: [\$0.00]
Tax ([0] %): [\$0.00]
Total Due: [\$0.00]

Payment Instructions:

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

Please include the invoice number as a reference.