

PROFORMA INVOICE

Proforma No.: PI-0001

Date: [DD/MM/YYYY]

Valid until: [DD/MM/YYYY]

[Your Business Name]

[Street address, City, Postcode]

[Email] · [Phone]

Tax ID / VAT / GST no.: [000000]

BUYER

[Client Name]

[Company]

[Billing address]

Incoterm: [e.g. FOB Shanghai] Country of origin: [Country] Est. shipment: [DD/MM/YYYY]

[illegible]

TERMS & NOTES

This is a proforma invoice, not a demand for payment or a tax invoice. A final commercial / tax invoice will be issued on shipment.

Prices valid until the date above.

ADVANCE PAYMENT

Advance required: [30]% of total = [0.00], payable before shipment.

BANK DETAILS FOR ADVANCE

Bank: [Bank name] · Account no. / IBAN: [0000] · SWIFT: [0000]

Authorized signatory: _____