TAX INVOICE

Tax invoice no.: TI-2026-001
Date of issue: [DD/MM/YYYY]
Date of supply: [DD/MM/YYYY, if different]

[Business name]
[Address]
[Emirate]
[Email] · [Phone]
TRN: [tax registration number]

INVOICE TO

[Customer name]
[Address]
TRN (if VAT registered): [TRN]

Tax Invoice for [goods or services]

UAE tax invoice. Unit price is the amount before 5% VAT. Leave the customer TRN blank if they are not VAT registered. Amounts in AED.

#	Description	Qty	Unit price	VAT	Taxable amount
1	Brand identity (example)	1	AED 8,000.00	5%	AED 8,000.00
2	Website design (example)	1	AED 12,000.00	5%	AED 12,000.00

Taxable amount (AED)	20,000.00
VAT at 5% (AED)	1,000.00
Total payable (AED)	**21,000.00**

PAYMENT TERMS AND NOTES

Discount offered: [none, or the amount in AED]. If you offer a discount, reduce the unit price so the taxable amount and the VAT follow it.
Amounts are in AED. If you convert another currency, also state the exchange rate next to the tax amount.
Date of supply: [same as the date of issue, or the date if different].
Payment within [14] days. Bank: [bank]. IBAN: [IBAN]. Please quote the tax invoice number.
Example rows use 5%. In Excel the taxable amount, VAT and total payable calculate. In Word, type the totals.
Not tax advice. Confirm special cases with the Federal Tax Authority or your tax agent.

ISSUED BY

Name: _____ Date: _____

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