|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  | **Balance Due** |  |  |  |  |
|  | **Invoice No:**  | 000001 |  | **Your Company Name** |  | **Bill to** |  |
|  | **Date:**  | mm/dd/yyyy |  | Address |  | Company Name |  |
|  | **Terms:** | 30 Days |  | City |  | Address |  |
|  | **Due Date:** | mm/dd/yyyy |  | Postal |  | City |  |
|  |  |  |  |  |  | Email address |  | Postal |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| **PROFORMA INVOICE** |
|
|
|
|  |  |  |
|   | **Description** | **Quantity** | **Rate** | **Amount** |   |
|  | Enter description of product or service here | 0 | 0 | $0.00  |  |
|  | Enter description of product or service here | 0 | 0 | $0.00  |  |
|  | Enter description of product or service here | 0 | 0 | $0.00  |  |
|  | Enter description of product or service here | 0 | 0 | $0.00  |  |
|  | Enter description of product or service here | 0 | 0 | $0.00  |  |
|  | Enter description of product or service here | 0 | 0 | $0.00  |  |
|  | Enter description of product or service here | 0 | 0 | $0.00  |  |
|  | Enter description of product or service here | 0 | 0 | $0.00  |  |
|  |  |  |  |  |  |  |  |  |   |   |   |   |  |
|  | **Notes / Terms & Conditions** |  | Subtotal | $0.00 |  |
|  |   |  | Tax rate | 0.00% |  |
|  |  | Tax | $0.00 |  |
|  |  | **Total** | **$0.00**  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | This free simple invoice template was provided to you by [Invoice2go.](https://invoice.2go.com/sign-up/)  |  |  |  |  |  |
|  | [Click here to create your free account.](https://invoice.2go.com/sign-up/) |  |  |  |  |  |  |  |

