|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  | **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** | | | | | | | | | | | | | |
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|  |  | | | | | | | | | | | |  |
|  | **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/) | | | | | |  |  |  |  |  |  |  |

[A picture containing text

Description automatically generated](https://invoice.2go.com/sign-up/)