**Invoice **

| **Invoice No:** 1709001**Date:** 30 September 2017**Due Date:** 30 October 2017 | **Bill From**[Name]/[Company Name][Address][Phone][Email][Website]Business Reg. No: xxxxxxx |
| --- | --- |

| **Bill To:**[Name][Company Name][Address][City, Post Code][E-mail] |  |
| --- | --- |

| **Description** | **Quantity** | **Price** | **total** |
| --- | --- | --- | --- |
| *Job xx – PO xx - Translation of xxx from xx into xx, supplied to xx by e-mail on xxx, as per quote xx approved by xx on xx.*  | 1 | xxx | xxx |
| *Job xx – PO xx - Translation of xxx from xx into xx, supplied to xx by e-mail on xxx, charged based on the number of words in the document, as agreed.* | xxx | xx | xxx |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | **Subtotal** | **$xxx** |
|  | Sales Tax xx% | **$xx** |
|  | [**Total Due**](https://create.onlineinvoices.com/templates/translation-service-invoice-template) | **$xxx** |

|  |  |
| --- | --- |
| **Terms and conditions**Please make payment within 30 days of this invoice. **Please make a payment to**Name: [Account Name]Account Number: [1234567890]Bank Name and Address: [Bank Name and Address]Bank Swift Code: [1234567890]IBAN Number: [1234567890] | **About our Services**[marketing statement] |

Thank you for your business!