



PROFORMA INVOICE

PREPAYMENT REQUIRED PRIOR TO DISPATCH

Proforma No: _____
Date: _____
Expiry Date: _____
Customer Ref / PO: _____
Payment Terms: **100% Advance Payment**
Est. Shipping Date: _____

SELLER / EXPORTER

BUYER / IMPORTER

DESCRIPTION OF GOODS / SERVICES	QTY	UNIT	UNIT PRICE	TOTAL AMOUNT

BANK TRANSFER DETAILS (PREPAYMENT WIRE)

Beneficiary Bank: _____
Swift / BIC: _____
IBAN / Acc No: _____
Routing / Sort Code: _____
Payment Reference: _____

Subtotal _____

Tax / VAT _____

Shipping / Freight _____

**Total Due
(Prepayment)**

Terms and Conditions:

1. This proforma invoice is not a tax invoice. A commercial tax invoice will be issued upon dispatch of goods.
2. Goods will only be allocated and prepared for shipment upon receipt of 100% cleared funds in the specified bank account.
3. Please send bank swift confirmation / payment receipt once wire transfer is initiated.

PREPARED BY

AUTHORIZED SIGNATURE / STAMP