

# PROFORMA INVOICE

DRAFT DOCUMENT

DRAFT PREPARED FOR

## DOCUMENT DETAILS

Proforma Invoice #  
Date of Issue  
Valid Until  
Payment Terms  
Reference

DESCRIPTION	QTY	UNIT PRICE	TAX RATE	AMOUNT
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DRAFT

Subtotal  
Tax / VAT  
Shipping & Handling

### Total Estimate

## TERMS & INSTRUCTIONS

PREPARED BY  
ACCEPTED BY (CLIENT)

