
PROFORMA INVOICE

PRELIMINARY BILLING

Proforma No. _____
Date _____
Estimate No. _____
Payment Terms _____

SENDER / VENDOR

RECIPIENT / CLIENT

ITEM	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Subtotal _____
Tax / VAT _____
Shipping / Handling _____
Total (Est.) _____

TERMS, PAYMENT DETAILS & NOTES

