|  |  |
| --- | --- |
| Invoice No..: 0001Date/period of delivery: dd.mm.yyyyDate of invoice: dd.mm.yyyy***Due Date: dd.mm.yyyy*** | ***[Name of the customer company]****[Address of the customer company]VAT number: [VAT number of the Customer company]**[Internal customer number]* |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Position | Performance | Description | Hourly rate/Unit price | Effort/Number | Total |  |
| 001 | Service | *More detailed information on performance*More performance details | 150.00 | 1 | 150.00 |  |
| 002 | Product | *More detailed information on performance*More performance details | 150.00 | 2 | 300.00 |  |
| 003 | Advice | *More detailed information on performance*More performance details | 150.00 | 2 | 300.00 |  |
| **Subtotal** | **700.00** |
| 004 | Administration | Small items/shipping surcharge | 10% the subtotal | 70.00 |  |
| 005 | Discount | Quantity discount | 10% the subtotal | –70.00 |  |
| 006 | VAT | Plus the subtotal | 8,1% the subtotal | 56.70 |  |
| Total | **686.70** |

|  |  |
| --- | --- |
| ***[Company name]****[Address]VAT number: [VAT number][Internal contact]* | *[Bankname]SWIFT/BIC: [SWIFT/BIC]Account number: [Bank account (IBAN)]* |

With best thanks for your valued order.