|  |  |
| --- | --- |
| Invoice No..: 0001  Date/period of delivery: dd.mm.yyyy  Date 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.