Proforma Invoice

From:
[Your Company Name]
[Address Line 1]
[City, State, ZIP]
[Phone/Email]

To:
[Client Name]
[Client Address Line 1]
[Client City, State, ZIP]
[Client Contact Details]

Proforma Invoice #: [Number]
Date: [Date]

Valid Until: [Expiry Date]

Description	Quantity	Unit Price	Amount
[Item 1]	1	$0.00	$0.00
[Item 2]	1	$0.00	$0.00
		Subtotal	$0.00
		Tax (%)	$0.00
		Total	**$0.00**

Terms & Conditions:

- This Proforma Invoice is issued as a preliminary bill for proposed goods/services.
- All prices are valid until the date specified above.
- Payment terms: [Specify Terms]
- Goods/services will be delivered after receiving payment.

Thank you for your business!