

Proforma Invoice

Proforma Invoice No: PI-2024-001	Date: 2024-06-15
Seller: ABC Company Ltd. 123 Business Ave, City, ZIP, Country Email: sales@abccompany.com Phone: +123 456 7890	Buyer: XYZ Enterprises 789 Commerce St, Another City, ZIP, Country Email: orders@xyzenterprises.com Phone: +987 654 3210

Invoice Details

Description of Goods/Services	Quantity	Unit Price	Total
Product/Service Name 1	10	\$100.00	\$1,000.00
Product/Service Name 2	5	\$200.00	\$1,000.00
Subtotal			\$2,000.00
Tax (10%)			\$200.00
Grand Total			\$2,200.00

Advance Payment Terms

An advance payment of **100%** of the Grand Total (**\$2,200.00**) is required before the delivery of goods/services.

Bank Details for Payment:

Account Name: ABC Company Ltd.
Bank Name: Business Bank
Account Number: 00123456789
SWIFT Code: BBBBUSXX
Reference: PI-2024-001 / [Your Company Name]

Validity and Additional Notes

- This proforma invoice is valid for 15 days from the date of issue.
- Goods/services will be dispatched/commenced upon receipt of the advance payment.
- Should you have any questions, contact us via email or phone as listed above.