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| --- |
| Page:**[Number]**  Date: **[Date]**  Date of Expiry: **[Date]**  Estimate No.:**[Number]**  Customer ID:**[Id]** |

**PERFORMA INVOICE**

|  |  |
| --- | --- |
| **BILL TO**  **[Contact Name]**  **[Client Company Name]**  **[Address]**  **[Phone]**  **[Email]** | **SHIP TO**  **[Name/Department]**  **[Client Name]**  **[Address]**  **[Phone No]** |

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| --- | --- | --- | --- | --- | --- |
| **P.O. #** | **P.O. Date** | **Letter of Credit** | **Currency** | **Payment terms** | **Est date** |
| **[Number]** | **[Date]** | **[Credit]** | **[#]** | **[Term]** | **[Date]** |

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| --- | --- | --- | --- | --- | --- |
| **ITEM PART #** | **DESCRIPTION** | **QTY** | **UNIT PRICE** | **SALES TAX** | **TOTAL** |
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|  | | | | Subtotal |  |
| Discount |  |
| **Quote total$** |  |

**SPECIAL NOTES, TERMS OF SALE**

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|  |

I declare that the above information is true and correct to the best of my knowledge.

**[Signature] [Date]**

|  |  |  |
| --- | --- | --- |
| **Signature** |  | **Date** |