|  |
| --- |
| 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]** |

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

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

**SPECIAL NOTES, TERMS OF SALE**

|  |
| --- |
|  |
|  |

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

**[Signature] [Date]**

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