

# INVOICE HEADER SPECIFICATION

**Company Name**  
Address Line 1  
Address Line 2  
Phone: (000) 000-0000 | Email: info@company.com

Invoice #: INV-001234  
Date: 2024-06-01

## FOOTER SPECIFICATION

| Footer Element        | Description   |
|-----------------------|---|
| Page Number           | Displays as "Page X of Y" at bottom center              |
| Company Information   | Company name, address, and contact info can be repeated |
| Legal/Tax Information | Add regulatory notes, tax ID, or VAT number if required |
| Custom Notes          | Any disclaimers, payment terms, or thank you notes      |

Page 1 of 1  
Company Name | Address Line 1, Address Line 2 | Phone: (000) 000-0000  
Tax ID: 123-456789 | Payment due within 30 days.

## IMPORTANT NOTES

- RTF (Rich Text Format) allows flexible placement of headers and footers using field codes (e.g., { PAGE })
- Ensure consistent formatting for both print and electronic generation.
- Header and footer information may be auto-repeated on every page depending on software used.
- Test the RTF file in multiple viewers (Word, LibreOffice) for compatibility.
- Always include required legal, fiscal, and regulatory information in header or footer as per local regulations.