

# Commercial Invoice (PPTX Structure)

## 1. Header

| Field          | Description                           |
|----------------|---------------------------------------|
| Logo           | Company Logo (top left or top center) |
| Document Title | "COMMERCIAL INVOICE"                  |
| Invoice Number | Unique Identifier                     |
| Date of Issue  | Invoice Creation Date                 |

## 2. Seller & Buyer Details

| Exporter/Seller     | Consignee/Buyer     |
|---------------------|---------------------|
| Company Name        | Company Name        |
| Address             | Address             |
| Contact Information | Contact Information |

## 3. Shipment & Payment Information

| Field                      | Description                       |
|----------------------------|-----------------------------------|
| Country of Origin          | Country where goods are produced  |
| Country of Destination     | Country where goods are delivered |
| Port of Loading            | Port where goods are shipped from |
| Port of Discharge          | Port where goods are unloaded     |
| Payment Terms              | Eg: 30 days, Letter of Credit     |
| Delivery Terms (Incoterms) | Eg: FOB, CIF                      |

## 4. Goods Description & Pricing Table

| No           | Description of Goods | HS Code | Quantity | Unit | Unit Price | Total      |
|--------------|----------------------|---------|----------|------|------------|------------|
| 1            | Product Sample A     | XXXX.XX | 100      | Pcs  | \$10.00    | \$1,000.00 |
| 2            | Product Sample B     | YYYY.YY | 50       | Pcs  | \$18.00    | \$900.00   |
| Total Amount |                      |         |          |      |            | \$1,900.00 |

## 5. Additional Details

| Field       | Description                                    |
|-------------|--|
| Declaration | Statement of authenticity, required by customs |

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Authorized Signature

Name, position, and signature of the responsible person

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### Important Notes

- A Commercial Invoice is a key document for international trade and customs clearance.
- All information must be accurate and match shipping documents.
- Ensure calculation of total value and currency is correct.
- Include HS codes and correct Incoterms to avoid shipment delays.
- Sign and date the invoice, as unsigned documents may be rejected by customs.