

ABC Company Ltd.  
123 Main Street, City, Country  
Email: info@abccompany.com  
Phone: +1 234 567 8900

# INVOICE

**Invoice No:** INV2024-001  
**Invoice Date:** 2024-06-20  
**Due Date:** 2024-07-04  
**Billed To:**  
XYZ Corporation  
456 Business Rd., Suite 101  
Recipient City, Country  
**Payment Terms:** 14 Days  
**Reference:** PO-78432

| # | Description                               | Quantity | Unit Price | Amount     |
|---|---|----------|------------|------------|
| 1 | Software Development Services (June 2024) | 40       | \$100.00   | \$4,000.00 |
| 2 | Maintenance & Support                     | 1        | \$500.00   | \$500.00   |

|                   |                   |
|-------------------|-------------------|
| Subtotal:         | \$4,500.00        |
| Tax (10%):        | \$450.00          |
| <b>Total Due:</b> | <b>\$4,950.00</b> |

**Bank Details:**  
Bank: DEF Bank  
Account Name: ABC Company Ltd.  
Account Number: 1234567890  
SWIFT: DEFBANKX

**Important Notes:**

- This invoice must be submitted in PDF format to ensure proper record keeping.
- All details, including PO reference and bank details, should be clearly visible in the document.
- Original invoice and supporting documents should be attached if required by the recipient's policy.
- Please double-check that the invoice is addressed correctly and matches the purchase order.
- Contact the concerned department for any queries regarding the invoice submission process.