PRO FORMA INVOICE

PRO FORMA INVOICE NO.	DATE	VALID UNTIL	BUYER REFERENCE / RFQ NO.
SELLER / EXPORTER (NAME, ADDRESS, PHONE, EMAIL, TAX ID)		BUYER / SOLD TO (NAME, ADDRESS, PHONE, EMAIL)	
CONSIGNEE / SHIP TO (IF DIFFERENT)		NOTIFY PARTY (OPTIONAL)	

SHIPMENT DETAILS

COUNTRY OF ORIGIN	COUNTRY OF EXPORT	PORT OF LOADING	PORT OF ENTRY / DISCHARGE	FINAL DESTINATION
MODE OF TRANSPORT	CARRIER / VESSEL / FLIGHT	ESTIMATED SHIP DATE	INCOTERMS® 2020 + NAMED PLACE	CURRENCY
PAYMENT TERMS		DELIVERY / LEAD TIME		

Item	Marks & numbers	Description of goods (name, grade, model, material)	HTS code	Country of origin	Qty	Unit	Net wt (kg)	Unit price	Total value

Subtotal (goods)	
Packing costs	
Freight (estimated)	
Insurance (estimated)	
Other charges (specify)	
Less: discounts / rebates	
TOTAL PRO FORMA VALUE	

TOTAL PACKAGES	TOTAL GROSS WEIGHT (KG)	TOTAL VOLUME (CBM)	SELLER BANK DETAILS (BANK, SWIFT, ACCOUNT / IBAN)

This pro forma invoice is a quotation of the goods, prices and terms above. Prices are valid until the date shown. A final commercial invoice will be issued on shipment.

AUTHORIZED NAME & TITLE	SIGNATURE	DATE

Free template from Drip Capital (www.dripcapital.com). Check requirements with your customs broker or freight forwarder before use.