

PROFORMA INVOICE

Template by Invoice × Tariff (invoicetariff.com) · Pre-sale quotation in invoice format — not a payment request, not the customs entry invoice · Not customs, tax or legal advice.

EXPORTER / SELLER [Exporter / Seller legal name] [Street, City, State/Province, ZIP, Country] Tax ID: [EIN / Tax ID / VAT No.]				BUYER / CONSIGNEE [Buyer / Consignee legal name] [Street, City, State, ZIP, Country] Importer No.: [Importer No. / EIN (if any)]				
Proforma Invoice No. [PI-0001]				Proforma Date [YYYY-MM-DD]				
Buyer's P.O. Reference [PO-0001]				Valid Until [Valid until, YYYY-MM-DD]				
Incoterms (2020) [FOB / CIF / DAP / DDP — Incoterms 2020]				Currency [USD]				
Payment Terms [e.g. T/T 30% deposit]				Delivery / Lead Time [e.g. 30 days after receipt of deposit]				
Country of Origin / Manufacture [Country of origin / manufacture, e.g. CN]				Destination [UNITED STATES OF AMERICA]				
Country of Export / Port of Loading [Country of export] / [Port of loading]				Mode of Transport [Ocean / Air / Courier]				

#	SKU / Part No.	Description of goods (material, use)	HS / HTS code	Origin	Qty	UOM	Unit price	Amount
1	SKU-001	Knitted cotton T-shirt, adult, 180 gsm	6109.10.00	CN	1,000	PCS	10.00	10,000.00

Subtotal (estimated goods value) [0.00]			Estimated international freight (estimated — final values on the commercial invoice) [0.00]					
Estimated insurance (estimated — final values on the commercial invoice) [0.00]			PROFORMA TOTAL (currency: [USD]) [0.00]					

BANK DETAILS (for T/T advance): [Bank name · SWIFT · Account No.]

This proforma invoice is issued for quotation, letter-of-credit application, import-license and advance-payment purposes. It is not a request for payment of the goods and does not replace the commercial invoice issued at shipment; the commercial invoice will record the actual transaction.

Prepared / authorized by: _____ Name / Title: [Name] / [Title] Company / Date: [Company] / [YYYY-MM-DD]