# FACTURE / INVOICE

**From**
Your business name
Address
SIREN:
N° TVA intracommunautaire (if registered):
Email:

**Bill to**
Client name
Address
N° TVA du client (if registered):

**Invoice number:**

**Date d'émission (invoice date):**

**Date de la prestation (date of service):**

**Date d'échéance (due date):**

| Description | Qty | Unit price | TVA rate | Amount |
|---|---|---|---|---|
| | | | 20% | |
| | | | 20% | |
| | | | 20% | |
| | | | 20% | |
| | | | 20% | |
| | | | 20% | |

Subtotal

TVA 20%

**Total (EUR)**

**Payment details (bank, reference):**

Franchise en base: write "TVA non applicable, art. 293 B du CGI" and set TVA to 0%.
Business clients: state the late payment penalty rate, the €40 recovery fee and "Escompte pour paiement anticipé : néant" if you give no early-payment discount.

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