



Install **Invoice Manager**  
from **Microsoft Store**  
to generate **PDF invoice**



**Date Picker**  
adds a **calendar**  
to date cells



**Formula Manager**  
Find, update, analyze, import and export  
Excel formulas and defined names

**Password Remover**  
for Excel 



Making  
**Flowchart** is easy now



Create **PDF files** at any  
size

## **Proforma Invoice Template (4th Sample, Landscape Page Orientation)**

**BoostExcel.com**

Template#: c7014

Title: Proforma Invoice Template (4th Sample, Landscape Page Orientation)

Category: [Proforma](#)

Download this template in Excel format: [Click here](#)

Scroll down to find the PDF invoice on the next page.

Sample 4 Proforma Invoice (Your Company Name)

PRO FORMA INVOICE



Street Address  
City, ST ZIP Code  
Phone Number, Web Address, etc.

DATE:  
INVOICE #:  
DATE OF EXPIRY:  
CUSTOMER #:  
SALES REP. NAME:

BILL TO	SHIP TO
Name Address City, State ZIP Country Phone	Name Address City, State ZIP Country Contact

SHIPPING DETAILS			
P.O.#		Mode of Transportation	
P.O. Date		Transportation Terms	
Letter of Credit		Number of Packages	
Currency		Est. Gross Weight	
Payment Term		Est Net Weight	
Est. Ship Date		Carrier	

ITEM #	TAX	DESCRIPTION	UNIT OF MEASURE	QUANTITY	UNIT PRICE	LINE TOTAL
	<input type="checkbox"/>	1				
	<input type="checkbox"/>	2				
	<input type="checkbox"/>	3				
	<input type="checkbox"/>	4				
	<input type="checkbox"/>	5				
	<input type="checkbox"/>	6				
	<input type="checkbox"/>	7				
	<input type="checkbox"/>	8				

\*\*\* This is not a VAT invoice

Special Notes, Terms of Sale

SUBTOTAL	-
TAXABLE SUBTOTAL	-
TAX 1 8.000%	-
TAX 2 6.000%	-
SHIPPING & HANDLING	-
INSURANCE	-
LEGAL/CONSULAR	-
[other]	-
[other]	-
TOTAL	-

Sample 4 Proforma Invoice (Your Company Name)

PRO FORMA INVOICE



Street Address  
City, ST ZIP Code  
Phone Number, Web Address, etc.

DATE:  
INVOICE #:  
DATE OF EXPIRY:  
CUSTOMER #:  
SALES REP. NAME:

<b>BILL TO</b>		<b>SHIP TO</b>	
Name Address City, State ZIP Country Phone		Name Address City, State ZIP Country Contact	
<b>SHIPPING DETAILS</b>			
P.O.# P.O. Date Letter of Credit Currency Payment Term Est. Ship Date		Mode of Transportation Transportation Terms Number of Packages Est. Gross Weight Est Net Weight Carrier	

ITEM #	TAX	DESCRIPTION	UNIT OF MEASURE	QUANTITY	UNIT PRICE	LINE TOTAL
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THANK YOU FOR YOUR BUSINESS!