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| --- | --- |
|  | **TAX INVOICE** |
| **<NAME/COMPANY OF FREELANCER>** | Date |  |
| <Address Line 1> |  Invoice No. | <unique invoice no.> |
| <Address Line 2> | Quotation No./ Contract Ref. | <insert quotation no. or contract ref.> |
| Contact No.:  | Due Date |  |
| Email:  | GST Registration No. | <your gst registration no.> |
| **Bill To:** |
| **<NAME/COMPANY OF HIRER >** |
| <Address Line 1> |
| <Address Line 2>  |
| Contact No.:  |
| Email:  |

|  |  |
| --- | --- |
| **Description** | **Amount S$** |
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| **SUBTOTAL** |  |
| **GST** |  |
|  | **TOTAL S$** |  |
| **Payment can be made to this bank account:**Account Holder Name: <insert account holder name>Account Number: <insert bank account number>Bank Name: <POSB/DBS/OCBC etc.>Cheques to be made payable to: <insert account holder name> |
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**Thank You!**