

Invoice Template

**Address**

Test gatan 2  
225 32 Lilla Staden  
Sweden

Date 2016-12-01  
Invoice Number 12345678  
Customer ID 87654321  
Payment Terms 45 days  
Due Date 2017-01-13

Payment will be made 45 days after receipt of a correct invoice, unless otherwise agreed in contract

**Bill to Address**

Company Name  
Scandinavian Airlines System  
Denmark-Norway-Sweden  
FE5800  
838 77 Frösön  
Sweden

As specified in the Purchase Order

**Sold to Address**

Company Name  
Scandinavian Airlines System  
Denmark-Norway-Sweden  
195 87 Stockholm  
Sweden

As specified in the Purchase Order

VAT Number  
SE902001772001

SAS' VAT number according to Purchase Order must be specified

**Ship to**

Goods delivery location  
Frösundaviks Allé 1  
169 70 Solna

For goods, add Ship to address

**Our Reference**

Sven Svensson

**Purchase Order Number**

200000555

Purchase Order number received from SAS must be printed somewhere on the invoice

**Your Reference**

55555/Anna Andersson/STOUW

Mandatory Format: Employee number/Full name/Dept. code  
If the SAS reference is missing, the invoice will be returned to the supplier for correction.

Line number, quantity, currency and amount must match with the Purchase Order

| Line | Description                 | Quantity | Price  | Currency | Amount    |
|------|-----------------------------|----------|--------|----------|-----------|
| 1    | Consultant Per Persson      | 50       | 600,00 | SEK      | 30 000,00 |
| 2    | Consultant Pernilla Persson | 25       | 620,00 | SEK      | 15 500,00 |

In case noVAT is charged, please add explanation on the invoice, e.g:  
(1) "Exempt supply"  
(2) "Reverse charge"  
(3) "Out of scope VAT"

Subtotal: 45 500,00  
Taxable: 45 500,00  
Tax Rate SE 25%  
Tax amount: 11 375,00  
Total Due 56 875,00

Test company

Phone Number +46 8 555 55 55

Email [info@testcompany.se](mailto:info@testcompany.se)

Företaget innehar F-skattsedel

Org. Number 556555-5555

VAT Number SE556555555501

Swift/BIC SWEDSESS

IBAN SE55555555555555555555

Bankgiro 5555-5555

Plusgiro 555555-5