|  |
| --- |
| [Place company / institution logo here] |
|  |  |  |  |  |  |  |  |  |
| **INVOICE** |
|  |  |  |  |  | **Invoice No:**  |
|  |  |  |  |  |  |  |  |  |
| **Issuer:** | **Client:** |
| Name: |  |  | Name: | **Regional Centre for Information and Scientific Development Ltd.** |
| Address: |  |  | Address: | Hűvösvölgyi St. 54. V/1 H-1021 Budapest |
| Tax No: |  |  | Tax No: | HU23417562 |
| Bank name: |  |  |  |  |   |
| IBAN (account No.) |  |  |  |  |   |
| SWIFT |   |   |   |   |   |   |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Method of payment** | **Date of performance** | **Date of invoice** |  | **Due on**  |
| bank transfer |   |  / / 2016 |  / / 2016 |   |  / / 2016 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Quantity** | **Service/Product** | **Unit price** | **Currency** | **Amount**  |
|  |  |  |  |  |  |  |  |  |
|  | Flight ticket / train ticket (car costs) to … [place of event] for … [name of Grantee] |  |  |  |  |  |
|  | Accomodation / Hotel |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | Total:  |   |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | Total EUR:  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  | To be transferred total: [in words]  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | exchange rate: local currency / EUR |  |  |  |  |