TAX INVOICE

SAMPLE · all names and numbers are examples

From
[Your company name as on the trade licence]
[Address]
TRN: [your 15-digit TRN]

Invoice number: INV-2026-0042
Date of issue: 21 Nov 2026
Date of supply (if different): 3-14 Nov 2026

Bill to
[Customer company name]
[Address]
TRN: [customer TRN, if VAT registered]

#	Description	Qty	Unit price AED	Net AED	VAT rate	VAT AED	Total AED
1	Logo design	1	1,500.00	1,500.00	5%	75.00	1,575.00
2	Brand guidelines	1	1,000.00	1,000.00	5%	50.00	1,050.00
3	Business card design	1	500.00	500.00	5%	25.00	525.00
4	Discount (10%, agreed 18 Nov 2026)	1	-300.00	-300.00	5%	-15.00	-315.00

Total excl. VAT (AED)	2,700.00
VAT 5% (AED)	135.00
Total payable (AED)	**2,835.00**

• Show any discount as its own line (Art 59(1)(i)), so the VAT is worked out on the price after discount.
• Foreign currency? Show the VAT and the total in AED too, with the exchange rate used (UAE Central Bank rate on the date of supply).
• Reverse charge? Replace the VAT lines with: "Recipient to account for VAT under Article 48 of Federal Decree-Law 8 of 2017".
• Payment: [Bank name] · IBAN [AE..] · SWIFT [....] · Due within [14] days.

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