
UAE Invoice Template

A simple UAE invoice template for quotes and non-VAT billing (sample).

When to use it

Use this simple invoice for basic billing. If your business is VAT-registered, you usually must issue a compliant tax invoice instead (see the UAE tax invoice requirements).

Sample layout

INVOICE

From: [Company Name] Licence: [No.]

Invoice no: [0001] Date: [Date]

Bill to: [Recipient Name]

Description Qty Unit price Line total
[item] 1 0.00 0.00

Total (AED): 0.00

Note

If you charge VAT, add your TRN and a 5% VAT line, or use the dedicated UAE VAT invoice template.

This is a sample/preparation document for general use. It is not an official FTA form and is not tax advice. UAE tax invoice and e-invoicing requirements can change. Confirm current requirements with the Federal Tax Authority or a qualified tax consultant before use. Last reviewed: 3 July 2026.