

Invoice for a Live Performance

From c4etalent.com/agreements/artist-invoice · updated 28 October 2026

HOW TO USE IT

Fill in every **[BLANK]**. Where you see ☐ options, keep the ones you want and strike the rest.

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1 From

- 1.1 **[ARTIST LEGAL NAME]** (performing as **[STAGE NAME]**), **[ADDRESS, CITY, STATE, PIN]**
- 1.2 PAN: **[PAN]**
 - ☐ GSTIN: **[GSTIN]**. This is a tax invoice.
 - ☐ Not registered for GST. No GST is charged on this invoice.
- 1.3 Email: **[EMAIL]** · Phone: **[PHONE]**

2 To

- 2.1 **[CLIENT LEGAL NAME]**, **[BILLING ADDRESS, CITY, STATE, PIN]**
- 2.2 Client GSTIN (if registered): **[GSTIN]**
- 2.3 Purchase order or reference: **[PO NUMBER]**
- 2.4 Attention: **[CONTACT NAME, EMAIL]**

3 Invoice details

- 3.1 Invoice number: **[UNIQUE NUMBER, FOR EXAMPLE 2026-27/014]**
- 3.2 Invoice date: **[DATE]**
- 3.3 Event: **[EVENT NAME]** at **[VENUE, CITY]** on **[DATE]**
- 3.4 Description of service: Live performance, **[FORMAT: STAND-UP / HOSTING / MUSIC]**, **[DURATION]** minutes, as per the agreement dated **[DATE]**
- 3.5 SAC: heading 9996, recreational, cultural and sporting services **[SIX-DIGIT CODE]**, **[CONFIRM WITH YOUR CA]**
- 3.6 Place of supply: **[STATE]**
- 3.7 This invoice is for ☐ the advance ☐ the balance ☐ the full fee.

4 Amounts

- 4.1 Performance fee: [AMOUNT]
- ☐ CGST at [9] %: [AMOUNT] and SGST at [9] %: [AMOUNT] (supply within the same state)
- ☐ IGST at [18] %: [AMOUNT] (supply to another state)
- 4.2 Reimbursable expenses agreed in writing, with receipts attached: [AMOUNT OR NIL]
- 4.3 Total: [AMOUNT]
- 4.4 Less advance received on [DATE] against invoice [NUMBER]: [AMOUNT OR NIL]
- 4.5 Amount due: [AMOUNT] ([AMOUNT IN WORDS])
- 4.6 Due date: [DATE, AS IN THE BOOKING AGREEMENT]

5 Payment

- 5.1 Bank: [ACCOUNT NAME], [BANK], account [NUMBER], IFSC [CODE]
- 5.2 UPI: [UPI ID]
- 5.3 Please send the TDS certificate for any tax deducted to [EMAIL].
- 5.4 Late payment carries interest at [1.5] % a month from the due date, as agreed in the booking agreement.

Signatures

Artist or authorised signatory

SIGNATURE

FULL NAME

DATE