BILLED TO

Sample Client Inc.
123 Example Street
New York, NY 10001
United States

Tax ID: XX 000 000 000

Issued by: worknow GmbH
Schlüterstr. 37
10629 Berlin
Your Contact: Stefan Götze
Department: EOR Services
Phone: +49 (0) 30 887 21202
E-Mail: info@w-now.de

Date: 30 November 2026

Sample invoice — Employer of Record (EOR) Services

INVOICE NO.: SAMPLE-001 **EMPLOYEE:** Jane Doe (sample) **SERVICE PERIOD**: November 2026

ITEM	SERVICE	UNIT PRICE	TOTAL PRICE
1	Salary costs	4,000.00 €	4,000.00 €
2	Employer payroll-related costs	1,000.00 €	1,000.00 €
3	Employer of Record service fee	599.00 €	599.00 €
4	Onboarding fee (one-time)	199.00 €	199.00 €
		Invoice amount (net)	5,798.00 €
		VAT	0.00 €*
		Total amount payable	**5,798.00 €**

* Reverse charge — VAT liability is transferred to the recipient of the service.

Employer payroll-related costs are charged in accordance with the underlying EOR agreement.

Payment terms: Due upon receipt.

Bank details: worknow GmbH · IBAN: DE00 0000 0000 0000 0000 00 · BIC: XXXXXXXXXXX · Berliner Sparkasse

Thank you for your trust and the good cooperation.
Kind regards,
Your worknow team