

Cross-Border Invoice Wording Pack

The exact lines to put on an overseas invoice. Copy them verbatim — the wording is legal, not decorative.

Situation	The line on your invoice
EU business client (you're VAT-registered)	"Reverse charge: VAT to be accounted for by the recipient under Article 196 of Council Directive 2006/112/EC."
Non-EU business client (VAT-registered)	"Outside the scope of UK VAT — place of supply is where the customer belongs (VAT Notice 741A, para 6.3)."
You're not VAT-registered	"Not registered for VAT in the United Kingdom." (Never "VAT: £0.00" — it implies registration.)
Every invoice, late-payment line	"Payment due within 30 days. Overdue sums bear statutory interest at 8% above the Bank of England base rate under the Late Payment of Commercial Debts (Interest) Act 1998, plus fixed compensation."
Foreign-currency invoice	Show the GBP equivalent + the exchange rate used + the rate date.

Trap most freelancers miss: services you BUY from overseas (Adobe, AWS, Upwork fees) count toward the £90,000 VAT registration threshold — you can be forced to register because of what you bought.

US client asking for tax forms? Selling digital products to the EU? The £30 course "Cross-Border Invoicing & International Tax Standard" covers W-8BEN line by line, the reverse-charge trap, FX done properly, and 9 templates including two ready-made invoices. → thepaidhour.com