INVOICE

FROM

Business name _____

Address _____

Phone / email _____

INVOICE DETAILS

Invoice no. _____

Invoice date _____

Payment terms _____

Due date _____

BILL TO

Name _____ Phone / email _____

Address _____

ITEMS

Description	Qty	Unit price	Amount

HOW TO PAY

Accepted methods _____

Payment details _____

Payment reference _____

Subtotal	
Discount	
Tax	
Total	
Less: payments received	
Amount due	

Thank you for your business.