INVOICE

FROM

Business name _____

Address _____

Phone / email _____

INVOICE DETAILS

Invoice no. _____

Invoice date _____

Payment terms _____

Due date _____

BILL TO

Company _____ Email _____

Address _____

ITEMS

Description	Qty	Unit	Unit price	Amount

HOW TO PAY

Accepted methods _____

Account name _____

Bank details _____

Payment reference _____

Subtotal	
Discount (_____%)	
Shipping	
Sales tax, if applicable (_____%)	
Amount due	

NOTES

_____

_____

Thank you for your business.