Company Name

Logo

INVOICE

[Street Address]
[City, State, ZIP Code]
[Phone]
[Email Address]
[Company Website]

Date	2019-04-10
Invoice #	[######]
Due Date	2019-05-10

BILL TO

[Recipient Name]
[Company Name]
[Street Address]
[City, State, ZIP Code]
[Phone]

SHIP TO

[Recipient Name]
[Company Name]
[Street Address]
[City, State, ZIP Code]
[Phone]

Description	Qty	Unit Price	Amount
Product 1	2	$50.00	$100.00
Product 2	4	$60.00	$240.00
Labor	14	$60.00	$840.00

Subtotal	$1,180.00
Discounts	$177.00
Taxes	$100.30
Total	**$1,163.30**

COMMENTS

1. Payment due in 30 days
2. Please note the invoice number in your payment method

Banking and wire transfer information may also be included here

Thank you for your business!

Invoice Template In Word Document

Eric Stroo

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