## **INVOICE**



<Your Company Name>

<123 Street Address>

<City, State, Zip/Post Code>

<Phone Number, Email>

**DATE** 

**INVOICE NO.** 

<Payment terms (due on receipt, due in X days)>

**BILL TO** 

<Contact Name>

<Client Company Name>

<Address>

<Phone>

SHIP TO

<Name / Dept>

<Client Company Name>

<Address>

<Phone>

DESCRIPTION	QTY	UNIT PRICE	TOTAL
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
Remarks / Payment Instructions:		SUBTOTAL	0.00
		DISCOUNT	0.00
		TAX RATE	0.00%

Balance Due	\$ -
SHIPPING/HANDLING	0.00
TOTAL TAX	0.00
TAX RATE	0.00%
DISCOUNT	0.00
SUBTUTAL	0.00