**SERVICE INVOICE** **COMPANY NAME**

Street address

City, state and zip

Email address

Webaddress.com

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Invoice no.** | | **Customer id no.** |
| 00/00/0000 |  | |  |
|  | | | |
| **Bill to** | | **Ship to** | |
| Name / department | | Name / department | |
| Address | | Address | |
| Address | | Address | |
| City, state and zip | | City, state and zip | |
| Phone | | Phone | |
| Email | | Email | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Description** | **Hours** | **Rate** | **Total** |
|  |  |  |  |
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|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  | **Subtotal** |  |
|  |  | **Total tax** |  |
|  |  | **Total** |  |

|  |
| --- |
| **Remarks / instructions:** |
|  |