|  |  |  |
| --- | --- | --- |
| Logo placeholder  Company Slogan |  | INVOICE |
|  |  | Date: Date  INVOICE # 100 |
| To | Name  Company Name  Street Address City, ST ZIP Code  Phone  Customer ID ABC12345 |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Salesperson | Job | Payment Terms | Due Date |
|  |  | Due on receipt |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Qty | Description | Unit Price | Line Total |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  | Subtotal |  |
|  |  | Sales Tax |  |
|  |  | Total |  |

Make all checks payable to Company Name

Thank you for your business!

Company Name Street Address City, ST ZIP Code Phone: Phone Fax: Fax Email