

Company Name

R-106 TECH TOWN, EAST, NYC

Phone# (333) 555-5555

Invoice# 0009-887

Email abc@wordexcitemplates.com

LOGO HERE

Company Invoice

Bill To:

Company Name:

Customer Name: Mr. Adam Smith

Address: 5-98 WEST Garden, LA

Phone# (000) 111-2222

Ship To:

Name:

Company Name: Adam Gill

Company Name: ABC Ltd.

Address: Street/City/Zip

Phone# (111) 222-8888

COMMENTS: ENTER YOUR COMMENT HERE

Shipment Details

P.O. Number: 887-A23

Shipping Date: 23/08/2015

Method

Carrier:

TERMS

Overnight/priority

USPS

Due on Receipt

Item	Description	Quantity	Unit Price	Amount
Tables	fully furnished with accessories	10	\$20.00	\$200.00
Computer	New	25	\$150.00	\$3,750.00
Stationery	Mixed	15	\$25.00	\$375.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

SUBTOTAL \$4,375.00

TAX RATE 4%

SALES TAX

SHIPPING & HANDLING

TOTAL \$4,375.00

Make all checks payable to Company Name

For any questions please contact Mr. Enderson at Tel 0- or fax at 0-000 00000000-0000

Thank you for business with us