

## Company Name

1234 TECH TOWN, EAST, NYC

Phone (333) 555-5555

Mobile (202) 555

Email info@jordancompany.com

LOGO HERE

## Company Invoice

### Bill To

Company Name

Customer Name

Address

Phone

Mr. John Smith

8-90 WEST GARDEN, LA

(909) 333-3333

### Ship To

Name

Company Name

Address

Phone

Adam Bell

ABC CO

Street/City/Zip

(442) 333-3333

### COMMENTS:

ENTER YOUR COMMENTS HERE

Shipment Details

P.O. Number

Shipping Date

887-423

05/04/2013

Method

Carrier

TERMS

Overnight/priority

USPS

Due on Receipt

Item	Description	Quantity	Unit Price	Amount
Mouse	Logitech 3-Button Mouse	10	\$42.00	\$420.00
Computer	HP	15	\$1,799.00	\$26,985.00
Webcam	Logitech	15	\$19.00	\$285.00
				\$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

\$4,575.00

Please attach this payable to Company Name

For any questions please contact Mr. Anderson at Tel 33-333-3333 or Fax 33-333-3333-3333

Thank you for business with us

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