

LOGO HERE

Company Name

H-105 TECH TOWN, EAST WVC
Phone: (555) 555-5555
Fax: 555-5555
Email: info@h105tech.com

Company Invoice

Bill To:	Ship To:
Company Name Customer Name Address Phone: (555) 555-5555	Company Name Address Phone: (555) 555-5555

Shipping Date	R.O. Number	Comments
25/08/2015	887-123	ENTER YOUR COMMENT HERE

TERMS: Due on receipt
CARTON: 12
METHOD: Overnight priority

Item	Description	Quantity	Unit Price	Amount
Tablet	ully furnished with accessories	10	\$25.00	\$250.00
Computer	new	5	\$25.00	\$125.00
Stationery	Mixed	10	\$25.00	\$250.00
				\$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 8%
SALES TAX \$350.00
SHIPPING & HANDLING \$50.00
TOTAL \$4,775.00

Make all checks payable to Company Name
For any questions please contact Mr. Enderson at Tel 0-01-555-5555 or Fax 555-5555
Thank you for business with us

Mr. Enderson