

# Your Business Name Here

*Your Tag Line That Makes Your Business Special*

Your Street Address Here  
Your City, State, Zip Code Here  
Your Phone Here

DATE: December 29, 2011  
PO # 1234

## BILL TO:

John Doe Residence  
12134 Any Street  
Any Town, WA, 98000

FOR: Construction Project

DESCRIPTION	QTY	RATE	AMOUNT
			\$ -
Labor	10.00	50.00	500.00
Material	1.00	200.00	200.00
Equipment Rental	1.00	100.50	100.50
Notes:			\$ 800.50
		TAX RATE	9.50%
		SALES TAX	\$ 76.90
		LESS PAYMENTS	
		BALANCE DUE	\$ 886.40

THANK YOU FOR YOUR BUSINESS!