



**Your Company**  
1433 1/2 St.  
Denver, CO 80202  
Phone: (303) 123-4567  
billing@yourcompany.com  
www.yourcompany.com

# INVOICE

**A** Invoice #: 000003  
**B** Invoice Date: 5/12/2011

**E** **Business Name**  
Attention: Jennifer Jones

300 Washington Street Suite 150  
New York, NY 10002  
Phone: (303) 123-4567  
billing@yourcompany.com  
www.yourcompany.com

Item	Description	Qty	Price	Amount
Product	One of a kind product description	1.00	\$100.00	\$100.00
Product	One of a kind product another description	1.00	\$100.00	\$100.00
Subtotal:				\$200.00
Discount (10%):				(\$20.00)
Total Due:				\$180.00
Due Date:				5/12/2011

**J** [PAY INVOICE NOW](#)

## Comments **K**

Please make payment arrangements within 30 days. Late payments will incur 10% interest per week. Checks or money orders can be made out to Your Company.