



[Company Name]

[Company Slogan]

[Street Address]

[City, St, ZIP]

Phone: [000-000-0000]

Fax: [000-000-0000]

[Service]

[Name Here]

[Company Name]

[Street Address]

[City, St, ZIP]

[Phone]

[Service Here]

[Labor Hours at \$25/hr]

[Date]

DESCRIPTION

UNIT

QUANTITY

250.00

275.00

245.00

X

Subtotal

\$ 620.00

Taxable

\$ 620.00

Tax rate

8.250%

Tax due

\$ 51.25

Other

\$ -

TOTAL DUE

\$ 671.25

Make all checks payable to

[Your Company Name]

Thank You For Your Business!

[Name, Phone #, E-mail]

If you have any questions about this invoice, please contact

It is our policy to require full payment due in 30 days.
We please include the invoice number on your check.