

# [Company Name]

[Company Name]

[Street Address]

[City, ST ZIP]

Phone: [000-000-0000]

Fax: [000-000-0000]

# INVOICE

DATE 12/10/2010

INVOICE # [123456]

Customer ID [123]

## BILL TO

[Name]

[Company Name]

[Street Address]

[City, ST ZIP]

[Phone]

## DESCRIPTION

## TAXES

## AMOUNT

[Service Fee]

[Labor: 2 hours at \$10/hr]

[Part]

X

200.00

345.00

345.00

## OTHER COMMENTS

1. Total payment due in 30 days

2. Please include the invoice number on your check

Subtotal \$ 950.00

Taxable \$ 345.00

Tax rate 6.250%

Tax due \$ 21.56

Other \$ -

**TOTAL Due \$ 971.56**

**Make all checks payable to**

[Your Company Name]

If you have any questions about this invoice, please contact

[Name, Phone #, E-mail]

*Thank You For Your Business!*