

# INVOICE

Invoice Date:

1st May 2010

[Your Company Name]

[Address 1]

[Address 2]

Invoice Number:

INV-0001

[City][Postcode]

[Customer Name]

[Customer Address 1]

[Customer Address 2]

[Customer City][Customer Postcode]

Description	Quantity	Price	Amount
Service One	1	100.00	100.00
Service Two (Hours)	3	40.00	120.00
Subtotal			220.00
Discount			5.00
<b>TOTAL</b>			<b>215.00</b>

## Due Date: 1st Month Year

Please make checks payable to [Your Company Name]

Please remit to: [Your Business Address], [City], [Town], [Postcode]

Electronic Payments: [Your Bank Name], Account: [12345678]