

INVOICE

Invoice Date:

1st May 2010

[Your Company Name]

[Address 1]

[Address 2]

[City][Postcode]

[Customer Name]

[Customer Address 1]

[Customer Address 2]

[Customer City][Customer Postcode]

Invoice Number

INV 0001

Description	Quantity	Price	Amount
Service One	1	100.00	100.00
Service Two (Hiring)	8	40.00	320.00
Subtotal			220.00
Discount			5.00
TOTAL			215.00

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]

I thank you for your order