INVOICE

Invoice Date: [Your Company Name]

1st May 2010   [Address 1]

[Customer Name]   [Address 2]

[Customer Address 1]   Invoice Number   [City][Postcode]

[Customer Address 2]   INV-0001

[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
		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]

Thank you for your order!