

# INVOICE

INVOICE:  
DATE:

**SELLER NAME:**

**TO:**  
Recipient Name:  
Company Name:  
Street Address:  
ZIP Code:  
Phone:

**SHIP TO:**  
Recipient Name:  
Company Name:  
Street Address:  
ZIP Code:  
Phone:

**COMMENTS OR SPECIAL INSTRUCTIONS:**

| QUANTITY:            | DESCRIPTION: | UNIT PRICE: | TOTAL: |
|----------------------|--------------|-------------|--------|
|                      |              |             |        |
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|                      |              |             |        |
|                      |              |             |        |
|                      |              |             |        |
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|                      |              |             |        |
|                      |              |             |        |
| SUBTOTAL:            |              |             |        |
| SALES TAX:           |              |             | .      |
| SHIPPING & HANDLING: |              |             |        |
| TOTAL DUE:           |              |             |        |

THANK YOU FOR YOUR BUSINESS!