

INVOICE

Invoice Date:

1st May 2010

[Your Company Name]

[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]

I thank you for your order!