

MyCo Limited

123 My Street
My Town
Line 3

(123) 456 789
email@mycompany.com

INVOICE

17-May-2021
Invoice #2334889
PO 456001200

Att: Ms. Jane Doe
Your Company Limited

#	Item Description	Quantity	Unit price (€)	Total (€)
1	Supporting of in-house project (hours worked)	40	125.00	5000.00
2	Supporting of outsource project (hours worked)	30	20.00	600.00
3	Consultancy	45	100.00	4500.00
4	Video Sessions	22	150.00	3300.00
5	Online Meetings	25	200.00	5000.00
6				-
7				-
8				-
Subtotal				18400.00
Sales Tax (20%)				3680.00
Total				22080.00

Many thanks for your custom! I look forward to doing business with you again in due course.

Payment terms: to be received within 60 days.