



# INVOICE

DATE 1/16/2022  
INVOICE 12345678

<u>FROM</u>	Company Name	<u>TO</u>	Client Name
	Email Address		Email Address
	Address 1		Address 1
	Address 2		Address 2

TERMS 30 days  
DUE \$123.45

Item Description	Quantity	Price	Amount
Item A	2	\$10.00	\$20.00
Item B	1	\$5.45	\$5.45
<u>Subtotal</u>			<b>\$25.45</b>
<u>Tax</u>			<b>\$1.25</b>
<u>Balance Due</u>			<b>\$26.70</b>

NOTES

These are my notes