|  |  |
| --- | --- |
| MyCo.com  123 Main St. suite #213, Seattle, WA. 98001 |  |

Invoice **1001**

|  |  |  |
| --- | --- | --- |
| Date | To | Ship To |
| January 2, 2020 | Bob Smith  222 1st Place  Bellevue, WA  98004 | Same as recipient |

Instructions

Payment due on receipt of invoice.

| Quantity | Description | Unit Price | Total |
| --- | --- | --- | --- |
| 1 | Product A | 9.99 | 9.99 |
| 4 | Product C | 2.00 | 8.00 |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  | Subtotal | 17.99 |
|  |  | Sales Tax | 1.80 |
|  |  | Shipping & Handling | 2.00 |
|  |  | Total Due By 1.2.2020 | 21.79 |

Thank you for your business!