

[Company Name]

[Your Company Slogan]

[Street Address]
[City, ST ZIP Code]
Phone [phone] Fax [fax]

INVOICE

INVOICE #[NUMBER]
DATE: [CLICK TO SELECT DATE]

TO:

[Customer Name]
[Company Name]
[Street Address]
[City, ST ZIP Code]

FOR:

[Project or service description]
P.O. [Number]

DESCRIPTION	HOURS	RATE	AMOUNT
Altered!!!			
TOTAL			

Make all checks payable to [Company Name]
Total due in 15 days. Overdue accounts subject to a service charge of 1% per month.

Thank you for your business!