|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| INVOICE | | | |  |  | |  | |
| **INVOICE NUMBER**  [Invoice number] | **DATE OF ISSUE**  [Date] | | **DUE DATE**  [Due date] |  |  | |  | |
|  | |  | | [Company name from] | | | | |
| **BILLED TO**  [Company name to]  [Street to]  [City to], [Zip code to] | |  | | [Street from]  [City from], [Zip code from]  [Phone from]  [Email from]  [Website from] | | |  |  |
|  | |  | |  |  | |  |  |
| **DESCRIPTION** | | | | **UNIT COST** | **QTY** |  | **AMOUNT** | |
| [Product name 1]  [Product description 1] | | | | [Price 1] | [Quantity 1] |  | [Product total 1] | |
| [Product name 2]  [Product description 2] | | | | [Price 2] | [Quantity 2] |  | [Product total 2] | |
| [Product name 3]  [Product description 3] | | | | [Price 3] | [Quantity 3] |  | [Product total 3] | |
| [Product name 4]  [Product description 4] | | | | [Price 4] | [Quantity 4] |  | [Product total 4] | |
| [Product name 5]  [Product description 5] | | | | [Price 5] | [Quantity 5] |  | [Product total 5] | |
| [Product name 6]  [Product description 6] | | | | [Price 6] | [Quantity 6] |  | [Product total 6] | |
|  | |  | |  |  |  |  | |
| **INVOICE TOTAL**  $[Total] | |  | |  | **SUBTOTAL** |  | $[Subtotal] | |
|  | |  | **DISCOUNT RATE** |  | [Discount rate] % | |
|  | |  | |  | **DISCOUNT** |  | $[Total discount] | |
|  | |  | |  | **TAX RATE** |  | [Tax rate]% | |
|  | |  | |  | **TAX** |  | $[Tax] | |
| **TERMS**  Please pay within 30 days. Products have 5-year warranty. | | | |  | **TOTAL** |  | $[Total] | |