|  |  |  |
| --- | --- | --- |
| INVOICe |  | C:\Users\Sawko_AS\Desktop\download (1).png |
| DATE  [Date] | INVOICE NO  [Invoice number] | [Company name from]  [Street from]  [City from], [Zip code from]  [Phone from]  [Fax from]  [Email from] |
| INVOICE TO  [Company name to]  [Street to]  [City to], [Zip code to]  [Phone to]  [Fax to]  [Email to] |  |  |

| SALESPERSON | Job | Payment Terms | Due date |
| --- | --- | --- | --- |
|  |  | Due on Receipt | [Due date] |

| Quantity | Description | Unit Price | Line Total |
| --- | --- | --- | --- |

|  |  |  |  |
| --- | --- | --- | --- |
| [Quantity 1] | [Product name 1]  [Product description 1] | [Price 1] | [Product total 1] |
| [Quantity 2] | [Product name 2]  [Product description 2] | [Price 2] | [Product total 2] |
| [Quantity 3] | [Product name 3]  [Product description 3] | [Price 3] | [Product total 3] |
| [Quantity 4] | [Product name 4]  [Product description 4] | [Price 4] | [Product total 4] |

| Subtotal | $[Subtotal] |
| --- | --- |
| Discount [Discount rate]% | $[Total discount] |
| Sales Tax [Tax rate]% | $[Tax] |
| Total | **$[Total]** |

|  |  |  |
| --- | --- | --- |
| TRANSFER DETAILS | | |
| Bank Transfer  BANK [Bank name] | Account Number  [Bank account] | Routing Number  [Routing number] |