|  |  |
| --- | --- |
| **Regional Office Supplies**  15 Andheri Ind Est Mumbai, Maharashtra 400059  Phone: +91 22 2800 5678 | INVOICE |
|  | INVOIC : INV-2025-007DATE : 2025-02-27 |
| To:Acme Corp 1 Corporate Drive  Pimpri-Chinchwad, MH 411019  Phone: 020-12345678 Fax: 020-87654321 | Ship To: Sunita Rao  Tech Park One 1 Corporate Drive Pimpri-Chinchwad, Maharashtra 411019  Phone: 9876543210 |

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| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | SALESPERSON | P.O. NUMBER | REQUISITIONER | SHIPPED VIA | F.O.B. POINT | TERMS | | Ketki | PO-2025-09014 | Amit singh |  |  | Net 30 | |

| QUANTITY | DESCRIPTION | HSN | UNIT PRICE | TOTAL |
| --- | --- | --- | --- | --- |
| 20 | Blue Ballpoint Pen | OFF-PEN-B10 | 478.50 | 9570.00 |
| 15 | A5 Spiral Notebook | OFF-NBK-A5 | 807.00 | 12105.00 |
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| --- | --- | --- |
|  | SUBTOTAL | 21675.00 |
|  | SALES TAX | 3901.50 |
|  | SHIPPING & HANDLING | 150.00 |
|  | TOTAL due | 25726.50 |
|  |  |  |

Make all checks payable to Acme Corp If you have any questions concerning this invoice,

contact Accounts at 020-98765432 or accounts@acmecorp.com

Thank you for your business!