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| --- | --- |
| COMMERCIAL INVOICEBillCraftr ~~~  Street Name, City, State  Phone: XXXXX XXXXX | Invoice #100Date: 1/1/23 |

|  |  |
| --- | --- |
| Bill To: Name  Company  Street Name  City, State  (123) 987-6543 | Ship To: Name  Company  Street Name  City, State  (123) 987-6543 |

|  |
| --- |
| Comments or special instructions: Shipment contains fragile goods |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| SALESPERSON | P.O. NUMBER | REQUISITIONER | SHIPPED VIA | F.O.B. POINT | TERMS |
| ABC | 143 | XYZ | Express air | Warehouse | Due on receipt |

| QUANTITY | DESCRIPTION | UNIT PRICE | TOTAL |
| --- | --- | --- | --- |
| 100 | Item1 | 13.00 | 1300.00 |
| 55 | Item2 |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |
| --- | --- |
| SUBTOTAL | 1300.00 |
| SALES TAX | 65.00 |
| SHIPPING & HANDLING | 24.99 |
| TOTAL DUE | 1389.99 |

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| --- |
| If you have any questions concerning this invoice, contact: XXXXX XXXXX. |
| Thank you for your business! |