
Sample Letterhead

Tax Invoice

Invoice Number: 22052900

Date: 29/05/2022

Invoice for:

Name: John Smith

Details: 12 Street Road
Sydney, NSW, 2000

Services	Qty	Unit Price	Total Price
Term 2 Clarinet Lessons	10.0	\$45.00	\$450.00
Lesson Credit from Previous Term	2.0	-\$45.00	-\$90.00
AMEB Exam Recording Session	-	\$60.00	\$60.00

Total: \$420.00

**No GST has been charged.*

Payable to:

Name: Nicholas Lastname

BSB: 123 456

Account Number: 12 345 678

Bank Name: National Australia Bank

ABN: 12 345 678 901

**Full amount to be paid within 14 days of receipt.*