

INVOICE

Invoice NumberInvoice 009

Invoice Date[Your Invoice Date]

Billing Information

Company
[Your Company/Organisation Name]

Name
[Your Name]

Address
[Your Address]

Email
[Your Email]

Products

Description	Quantity	Unit Price
Education and Training - Level 3 Award Highfield	4	£75
Subtotal		£300
Total		£300

Please ensure payment is made by [Due Date]

Thank you for choosing our training services!

TERMS AND CONDITIONS

1. The Seller shall not be liable to the Buyer directly or indirectly for any loss or damage suffered by the Buyer.

2. The Seller warrants the product for one (1) year from the date of shipment.

3. Any purchase order received by the seller will be interpreted as accepting this offer and the sale offer in writing. The buyer may purchase the product in this offer only under the Terms and Conditions of the Seller included in this offer.