|  |  |  |
| --- | --- | --- |
| <INSERT LOGO HERE> | **INVOICE** | |
|  |  | |
| {{TableStart:Acct}}**{{ACCOUNT\_NAME}}**  {{ACCOUNT\_BILLINGSTREET}}  {{ACCOUNT\_BILLINGCITY}}, {{ACCOUNT\_BILLINGSTATE}} {{ACCOUNT\_BILLINGPOSTALCODE}}{{TableEnd:Acct}} | **INV #** | {{ORDER\_ORDERNUMBER}} |
| **DATE** | {{TODAY \@MM/dd/yyyy}} |
| **AMOUNT DUE** | {{ORDER\_TOTALAMOUNT \# Currency2}} |
| **DUE DATE** | {{ADJUST:TODAY:0:0:30:0:0:0 \@MM/dd/yyyy}} |
|  |  | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Products** | | | | | |
| **Name** | **Code** | **Family** | **Unit Price** | **Qty** | **Total** |
| {{TableStart:OrderItems}}{{ORDERITEMPRODUCT2}} | {{PRODUCT2\_PRODUCTCODE}} | {{PRODUCT2\_FAMILY}} | {{ORDERITEM\_UNITPRICE \# Currency2}} | {{ORDERITEM\_QUANTITY \# Number2}} | {{ORDERITEM\_TOTALPRICE \#Currency2}}{{TableEnd:OrderItems}} |
| **Total** | | | | | **{{ORDER\_TOTALAMOUNT \# Currency2}}** |

\*If the total amount of the Order is greater than $2,500.00, then “Free Shipping” instructions display, otherwise nothing appears.

«Free Shipping»

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PAYMENT DETAILS** | | | | |
|  | **Remittance Address**  {{ORG\_NAME}}  {{ORG\_STREET}}  {{ORG\_CITY}}, {{ORG\_STATE}} {{ORG\_POSTALCODE}} |  | **ACH PAYMENT**  JPMorgan Chase Bank  **ACH ABA/Routing**: #10003456  **Account**: # 123 456 8910 |  |

**Conga Queries Used**

|  |  |
| --- | --- |
| Alias | Purpose |
| Acct | Gets fields from the associated Account (such as Name and Billing Address) |
| OrderItems | Gets all of the OrderItems related to the Order |

**Picture Switches Used**

|  |  |
| --- | --- |
| Picture Switch | Purpose |
| MM/dd/yyyy | Formats a date value. Displays the month as a number with a leading zero for single-digit months. Displays the day of the week or month as a number with a leading zero for single-digit days. Displays the year as four digits |
| Currency2 | Formats the value according to the Salesforce Locale, including a currency symbol, digit grouping symbol, and two decimal places |
| Number2 | Formats the value according to the Salesforce Locale, including a digit grouping symbol, two decimal places and a currency symbol |
| ADJUST | Used to add 30 days to TODAY to present a future due date for payment |