|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| {COMPANY\_NAME} {COMPANY\_SLOGAN}  {CO\_ADDRESS}  {CO\_CSV}  {CO\_PHONE} {CO\_FAX} | | | INVOICE Invoice # {INV\_NUM}Date: {INV\_Date} | | | |
| To: {CUSTOMER\_NAME}  {CO\_CUSTOMER}  {CUSTOMER\_BILLING\_ADDRESS}  {CUSTOMER\_BILLING\_CSV}  {CUSTOMER\_PHONE} | | | Ship To: {CUSTOMER\_NAME}  {CO\_CUSTOMER}  {CUSTOMER\_SHIP\_ADDRESS}  {CUSTOMER\_SHIP\_CSV}  {CUSTOMER\_PHONE} | | | |
| Comments or special instructions: To get started right away, just tap any placeholder text (such as this) and start typing to replace it with your own. | | | | | | |
| **SALESPERSON** | P.O. NUMBER | REQUISITIONER | | SHIPPED VIA | F.O.B. POINT | TERMS |
| **{SALESPERSON}** | {PO\_NUMBER} | {REQUISITIONER} | | {SHIPMETHOD} | {FOB} | Due on receipt |

| **QUANTITY** | **DESCRIPTION** | **UNIT PRICE** | **TOTAL** | |
| --- | --- | --- | --- | --- |
| {QTY\_1} | {DESCRIPTION\_1} | {PRICE\_1} | {TOTAL\_1} | |
| {QTY\_2} | {DESCRIPTION\_2} | {PRICE\_2} | {TOTAL\_2} | |
| {QTY\_3} | {DESCRIPTION\_3} | {PRICE\_3} | {TOTAL\_3} | |
| {QTY\_4} | {DESCRIPTION\_4} | {PRICE\_4} | {TOTAL\_4} | |
| {QTY\_5} | {DESCRIPTION\_5} | {PRICE\_5} | {TOTAL\_5} | |
| {QTY\_6} | {DESCRIPTION\_6} | {PRICE\_6} | {TOTAL\_6} | |
| {QTY\_7} | {DESCRIPTION\_7} | {PRICE\_7} | {TOTAL\_7} | |
| {QTY\_8} | {DESCRIPTION\_8} | {PRICE\_8} | {TOTAL\_8} | |
|  | SUBTOTAL | | | {SUBT} |
|  | SALES TAX | | | {TAX} |
|  | SHIPPING & HANDLING | | | {SH} |
|  | TOTAL due | | | {TOTAL} |

Make all checks payable to {COMPANY\_NAME}

If you have any questions concerning this invoice, contact {SALESPERSON}, {SALESPERSON\_PHONE}, {SALESPERSON\_EMAIL}

Thank you for your business!