

Sample Invoice Document Created by

//Code by OutOfTheBoxEA

//https://www.youtube.com/channel/UCct88_6add0aUiE0w0DUZmA

[Your Company Logo]
[Your Company Name]
[Your Company Address]
[City, State, ZIP Code]
[Phone Number]
[Email Address]
[Website]

Invoice Date: [Date]
Due Date: [Due Date]

Bill To:
OOBEA Corporation
[OOBEA Corporation Address]
[City, State, ZIP Code]
[OOBEA Corporation Email Address]
[OOBEA Corporation Phone Number]

Invoice Number: [Invoice Number]
Payment Terms: [Payment Terms]

Description of Products/Services Provided:

Description	Quantity	Unit Price	Total
----- ----- ----- -----			
Product/Service 1	[Quantity]	[Price]	[Total]
Product/Service 2	[Quantity]	[Price]	[Total]
Product/Service 3	[Quantity]	[Price]	[Total]
----- ----- ----- -----			
Subtotal		[Subtotal]	
Tax ([Tax Rate]%)		[Tax Amount]	
----- ----- ----- -----			
Total Due		[Total Due]	

Payment Instructions:
Please make payment by the due date mentioned above via [Payment Method].

Thank you for your business!

[Your Name]

[Your Title]