

# INVOICE

Street Address  
City, ST ZIP Code  
Phone: (206) 555-1163  
Fax: (206) 555-1164  
someone@example.com

Date 4/4/2021  
Invoice # 1111  
For PO # 123456

## Bill To:

Customer Name	Items over this amount qualify for an	\$100
Company Name	additional discount	
Street Address	% discount	10%
City, ST ZIP Code		
(206) 555-1163		

Quantity	Description	Unit price	Amount	Discount applied
1	Item Number 1	\$ 2.00	\$ 2.00	
1	Item Number 2	\$ 2.00	\$ 2.00	
1	Item Number 3	\$ 2.00	\$ 2.00	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
Subtotal			\$ 6.00	

Make all checks payable to <Company name>.

If you have any questions concerning this invoice, contact <Name> at <phone or email>.

Thank you for your business!

Credit	\$ 1,000.00
Tax	9.80%
Additional discount	12%
Balance due	\$ (994.20)