**INVOICE**

|  |  |
| --- | --- |
| Invoice No: |  |
| Invoice Date: |  |
| Notes: | |

**[COMPANY NAME]**

[Address] [Phone Number] [Contact person] [Email]

Client Name: [Phone Number] [Address] [Email]

|  |  |  |
| --- | --- | --- |
| Address 1: | Start Time: | Total Drive Time: |
| [Address] |  |  |
| Address 2: | End Time: | Mileage: |
| [Address] |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Regular Hour Rate | Regular Hours | Regular Total Price |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Date | Overtime Hour Rate | Overtime Hours | Overtime Total Price |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Date | Price per mile | Mileage | Mileage Price |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Other | | | Amout |
|  | | |  |
|  | | |  |
|  | | |  |
|  | | |  |
| Remarks: | | Subtotal |  |
| Discount |  |
| Tax total |  |
| Paid |  |
| Payment Method: | | **Total Due** |  |