|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **INVOICE** | | | | | | | | | | |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **[COMPANY NAME]** | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  | Invoice No: | | | | | |  | | | | | |
| [Address] | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  | Invoice Date: | | | | | |  | | | | | |
| [Phone Number] | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  | Due Date: | | | | | |  | | | | | |
| [Contact person] | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  | Terms: | | | | | | | | | | | |
| [Email] | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **BILL TO:** | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  | [Job Description] [Job Address] [City, State Zip] [Start Time/End Time] | | | | | | | | | | | |
| [Address] | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |
| [Email] | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |
| [Phone Number] | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |
|  | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Item Description/Materials | | | | | | | | | | | | | Quantity | | | | Unite Price | | | | | | | | Amount | | | | | | | | | |
|
|  | | | | | | | | | | | | |  | | | |  | | | | | | | |  | | | | | | | | | |
|  | | | | | | | | | | | | |  | | | |  | | | | | | | |  | | | | | | | | | |
|  | | | | | | | | | | | | |  | | | |  | | | | | | | |  | | | | | | | | | |
|  | | | | | | | | | | | | |  | | | |  | | | | | | | |  | | | | | | | | | |
| Labor/Services | | | | | | | | | | | | | Hours | | | | Hourly fee | | | | | | | | Amount | | | | | | | | | |
|
|  | | | | | | | | | | | | |  | | | |  | | | | | | | |  | | | | | | | | | |
|  | | | | | | | | | | | | |  | | | |  | | | | | | | |  | | | | | | | | | |
|  | | | | | | | | | | | | |  | | | |  | | | | | | | |  | | | | | | | | | |
|  | | | | | | | | | | | | |  | | | |  | | | | | | | |  | | | | | | | | | |
| Others | | | | | | | | | | | | | | | | | | | | | | | | | Amount | | | | | | | | | |
|
|  | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | |
| Notes/Comments: | | | | | | | | | | | | | | | | | Subtotal | | | | | | | |  | | | | | | | | | |
| Discount | | | | | | | |  | | | | | | | | | |
| Tax total | | | | | | | |  | | | | | | | | | |
| Paid | | | | | | | |  | | | | | | | | | |
| Payment Method: | | | | | | | | | | | | | | | | | **Total Due** | | | | | | | |  | | | | | | | | | |
|
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  | ***Thank you!*** | | | | | | | | | | | | |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

