



INVOICE

DATE: March 23, 2011
INVOICE # 100

Street Address
City, ST ZIP Code
Phone: (123) 456 78 99 Fax: (123) 456 78 99

Bill To:

Name
Company Name
Street Address
City, ST ZIP Code
Phone

Ship To:

Name
Company Name
Street Address
City, ST ZIP Code
Phone

#	DESCRIPTION	AMOUNT
1	Item 1 description	\$23.54
2	Item 2 description	\$34.99
3	Item 3 description	\$22.99
4	Item 4 description	\$56.99

SUBTOTAL	\$	138.51
TAX RATE		5.60%
SALES TAX		7.76
OTHER		-
TOTAL	\$	146.27

Make all checks payable to **Your Company Name**. If you have any questions concerning this invoice, contact Name, Phone Number, Email

THANK YOU FOR YOUR BUSINESS!