



# INVOICE

123 Chicago Ave  
Chicago, IL, 32117  
Phone: (417) 000 00 00, Fax: (417) 000 00 00

Invoice # 5647  
Date: December 17<sup>th</sup>, 2009

Bill to:			Ship to:		
[Name] [Company Name] [Street Address] [City, ST ZIP Code] [Phone]			[Name] [Company Name] [Street Address] [City, ST ZIP Code] [Phone]		
SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS
					Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Roundtrip ticket	\$253.00	\$253.00
2	Roundtrip ticket, Blue Yonder Airlines	\$353.00	\$706.00
SUBTOTAL			\$909.00
SALES TAX			6
SHIPPING & HANDLING			5
TOTAL due			<b>\$921.00</b>

Make all checks payable to [Your Company Name]  
If you have any questions concerning this invoice, contact [Name, phone, e-mail]



## Our Services

- Service one
- Service two

- Service one
- Service two

[www.company.com](http://www.company.com) Visit our blog [www.blog.company.com](http://www.blog.company.com) Follow us Twitter, Facebook.

Thank you for your business!