



Logo
Name

INVOICE

Tag line can go here

Street address
City, ST ZIP
Phone: <Phone number>
Fax: <Fax number>
<Email>

Date: 12/23
Invoice #: 1111
For: PO # 123456

Bill To:

Contact at company
Company name
Street address
City, ST ZIP
Phone number

Quantity	Description	Unit price	Amount	Discount applied
120	Item Number 1	\$ 2.00	\$ 216.00	✓
50	Item Number 2	\$ 2.00	\$ 100.00	
51	Item Number 3	\$ 2.00	\$ 91.80	✓
200	Item Number 4	\$ 75.00	\$ 13,500.00	✓
			\$ 0.00	
			\$ 0.00	
			\$ 0.00	
			\$ 0.00	
			\$ 0.00	
Subtotal			\$ 13,907.80	

Make all checks payable to <Company name.> If you have any questions concerning this invoice, contact <Name> at <Phone number>, <Email>.
Thank you for your business!

Credit	\$ 1,000.00
Additional discount	15%
Balance due	\$ 10,821.63