

**Company Name**

H-106 TECH TOWN, EAST. NYC

Phone# (555)-5555-5555

Invoice# L009-987

Email                    abc(@)wordexceltemplates.com

LOGO HERE

## Sales Quote Invoice

**Bill To:**

## Ship To

Company Name      ABC Ltd.

Company Name      ABC Ltd.

Customer Name      Mr. Adam Smith

Customer Name      Mr. Adam Smith

**Address** B-98 WEST Garden, LA

Address B-98 WEST Garden, LA

Phone# (000) 111-2222

Phone# (000) 111-2222

Sales Person Adam Gill

Company ID 56-09A

P.O Number 897-A23

Phone# (111) 222-3333

Date 23/08/2015

TERMS Due on Receipt

Item	Description	Quantity	Unit Price	Amount
Tables	Furnished	10	\$25.00	\$250.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
			SUBTOTAL	\$250.00
			TAX RATE	4%
			SALES TAX	5%
			SHIPPING & HANDLING	\$50.00
			Other	\$50.00
			<b>TOTAL</b>	<b>\$350.23</b>

**Make all checks payable to Company Name**

For any questions please contact Mr. Enderson at Tel 0-000-0000 or fax at 0-000-0000

Thank you for business with us

anegandhi

COMMENTS: ENTER YOUR COMMENT HERE