|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | | |  | | |
|  |  | **Your company name** | | | |
| **BILLED TO**  Client Name  Street address  City, State Country  ZIP Code |  | 123 Your Street  City, State, Country, ZIP Code  564-555-1234  your@email.com  yourwebsite.com | |  |  |
|  |  |  |  |  |  |
| **DESCRIPTION** | | **UNIT COST** | **QTY RATE** |  | **AMOUNT** |
| Your item name | | $0 | 1 |  | $0 |
| Your item name | | $0 | 1 |  | $0 |
| Your item name | | $0 | 1 |  | $0 |
| Your item name | | $0 | 1 |  | $0 |
| Your item name | | $0 | 1 |  | $0 |
| Your item name | | $0 | 1 |  | $0 |
| Your item name | | $0 | 1 |  | $0 |
|  |  |  |  |  |  |
| **INVOICE TOTAL**  $2000 |  |  | **SUBTOTAL** |  | $0 |
|  |  | **DISCOUNT** |  | $0 |
|  |  |  | **(TAX RATE)** |  | 0% |
|  |  |  | **TAX** |  | $0 |
|  |  |  | **TOTAL** |  | $0 |
|  | |  |  |  |  |

**HOTEL RECEIPT**

**INVOICE NUMBER**

**DATE OF ISSUE**