**ITEMIZED RECEIPT**

 **INVOICE NO: \_\_\_\_\_\_\_\_**

 **DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |
| --- | --- | --- |
| **Company info** | **Bill to** | **Ship to** |
| <123 Street Address><City, State, Zip/Post Code><Phone Number><Website><Email> | <Contact Name><Client Company Name><Address><Phone, Email> | <Name / Dept><Client Company Name><Address><Phone> |

|  |  |  |  |
| --- | --- | --- | --- |
| **DESCRIPTION** | **QTY** | **UNIT PRICE** | **TOTAL** |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  | SUBTOTAL | 0.00 |
| TAX RATE | 0.00% |
| TOTAL TAX | 0.00 |
| SHIPPING/HANDLING | 0.00 |
| **BALANCE DUE** |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Company signature Client signature