|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | INVOICE | |  | |  |  | | |  | |
|  | **Invoice number**  00001 | **Date of issue**  mm/dd/yyyy |  | |  |  | | |
|  |  |  |  | |  |  | | |
|  | **Billed to**  Client Name  Street address  City, State Country  ZIP Code | **Your company name**  123 Your Street, City, State, Country, ZIP Code  564-555-1234  your@email.com  yourwebsite.com | | | | | | |  |  |  |
|  |  |  | |  | | |  |  |  | |  |  | | |
|  | **Description** | | | **Unit cost** | | |  | **Qty/HR 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 | |  |  | | |
|  |  | | |  | | |  |  |  | |  |  | | |
|  |  |  | |  | | |  |  |  | |  |  | |
|  |  |  | |  | | |  | **Subtotal** | $0 | |  |  | |
|  |  |  | |  | | |  | **Discount** | $0 | |  |  | |
|  |  |  | |  | | |  | **(Tax rate)** | 0% | |  |  | |
|  |  |  | |  | | |  | **Tax** | $0 | |  |  | |
|  |  |  | |  | | |  |  |  | |  |  | |
|  |  |  | |  | | |  |  |  | |  |  | |
|  |  |  | |  | | |  | **Invoice total** | $2,000 | | |  |
|  |  | | |  | | |  |  |  | |  |  | |
|  | **Terms**  E.g. Please pay invoice by MM/DD/YYYY | | |  | | |  |  |  | |  |  | |
|  |  | | | | | | | |  | |  |  | |