|  |
| --- |
| **Invoice to:****[Name]**[Address][Contact no] |
| **Invoice from:****[Name]**[Address][Contact no] | **Invoice no:**[Invoice no]**Date:**[Date] |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Item description** | **Quantity** | **Unit Price** | **Total** |
|  | [Item Description] | [#] | [$0] | [$0] |
|  | [Item Description] | [#] | [$0] | [$0] |
|  | [Item Description] | [#] | [$0] | [$0] |
|  | [Item Description] | [#] | [$0] | [$0] |
|  | [Item Description] | [#] | [$0] | [$0] |
|  | [Item Description] | [#] | [$0] | [$0] |
|  |
| **Payment Info:**Account #: [Account no]Account title: [Account Name]Bank details: [Bank Name]**Payment Terms:**[50 % advance][15 days net] | **Subtotal:** | [$0] |
| **Discount** **%:** | [$0] |
| **Tax %:** | [$0] |
| **Grand Total:** | [$0] |
|  |
| **Terms and conditions:*** [21% will be charged on overdue payments]
* [Please acknowledge the delivery and quality of goods]
* [Terms and conditions]
* [Terms and conditions]
 | **Signatures:**[Name][Designation] |

**Thank you for your business.**