INVOICING TEMPLATE

PHONE NO, WEB ADDRESS, ETC.

**INVOICE**

**YOUR SERVICE COMPANY NAME**

STREET ADDRESS

CITY, ST ZIP CODE

DATE: INVOICE #:

|  |  |
| --- | --- |
| CONTRACTOR | CLIENT |
| NAME | NAME |
| ADDRESS | ADDRESS |
| CITY, STATE ZIP | CITY, STATE ZIP |
| PHONE | CONTACT |
| EMAIL |  |
|  |  |

CONTRACTOR#

|  |  |  |
| --- | --- | --- |
| **SERVICES** | | |
| DATE | DETAILS | AMOUNT |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| TAX 1 8.000% | |  |
| AMOUNT | |  |

|  |  |  |
| --- | --- | --- |
| EXPENSES | | |
| DATE | DETAIL | AMOUNT |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| TAX 2 6.00% | |  |
| AMOUNT | |  |

|  |  |  |
| --- | --- | --- |
| INVOICE TOTAL | | |
| TOTAL AMOUNT PAYABLE |  |

THANK YOU FOR YOUR BUSINESS!