MY COMPANY NAME

COMPANY SLOGAN

INVOICE NO #

DATE:

DUE:

|  |
| --- |
| **COMMENTS** |
| PLEASE INCLUDE THE INVOICE NUMBER AS REFERENCE WHEN PAYING ONLINE OR BY CHECK |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| CUSTOMER INFO | | | VEHICLE INFO | | | | | |
| NAME  ADDRESS | | [NAME]  [COMPANY NAME]  [STREET ADDRESS]  [CITY, ST ZIP CODE]  [PHONE] | NAME  MODEL  YEAR  COLOR  VIN #  REG #  MILEAGE | | |  | | |
| JOB PERFORMED | | | | **HOURS** | **RATE** | | **AMOUNT** | |
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|  | | | |  |  | |  | |
| SUB TOTAL | | | $ | |
| SALES TAX RATE | | | % | |
|  | | | | | | | | |
| PART # | **PART NAME** | | | **QTY** | **UNIT PRICE** | | **AMOUNT** | |
|  |  | | |  |  | |  | |
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|  |  | | |  |  | |  | |
| SUBTOTAL | | | $ |  |
| SALES TAX RATE | | | % |  |
| TOTAL LABOR | | | $ |  |
| TOTAL PARTS | | | $ |  |
| SALES TAX | | | $ |  |
| TOTAL | | | $ |  |

**THANK YOU FOR YOUR BUSINESS!** MAKE ALL CHECKS PAYABLE TO

MY COMPANY NAME