INVOICE

**Your Company Name**123 Your Street  
City, Postal Code  
Phone: (123) 456-7890  
Email: info@yourcompany.com

|  |  |
| --- | --- |
| **Invoice Number:** | INV-0001 |
| **Invoice Date:** | YYYY-MM-DD |
| **Due Date:** | YYYY-MM-DD |

**Bill To:**

Client Name  
Client Company  
Client Address Line 1  
Client Address Line 2

|  |  |  |  |
| --- | --- | --- | --- |
| Description | Quantity | Unit Price | Total |
|  |  |  |  |

|  |  |
| --- | --- |
| **Subtotal:** |  |
| **Tax (e.g. 20%):** |  |
| **Total Due:** |  |

Payment terms: Payment is due within 30 days.  
Thank you for your business!