

INVOICE

Company Name

Address
City, State, ZIP

Served to:
Name
Address
City, State, ZIP

Sales Tax Rate: 5.00%

Invoice No.: 536534
Invoice Date: 1/15/15
Our Order No.: 726268
Your Order No.: 1892727
Terms: Net 30
Sales Rep: Name
Shipped Via: Air
F.O.B. City, State
Prepaid or Collect: Coll

CODE	DESCRIPTION	UNIT PRICE	AMOUNT
120	Product	10.00	\$1,200.00
120	Product	10.00	1,200.00
		Subtotal	2,400.00
		Tax	120.00
		Freight	\$2,250.00
		Pay this Amount	

DIRECT ALL INQUIRIES TO:

Name
(555) 555-555
email: someone@somename.com

MAKE ALL CHECKS PAYABLE TO:

Your Company, Inc.
Attn: Accounts Receivable
Address
City, State, ZIP

Thank you for your business!