COMPANYNAME

INVOICE

|  |  |  |  |
| --- | --- | --- | --- |
| YOUR COMPANY NAME1234 Main StreetSuite 100Philadelphia, PA 19147111.222.3333SampleCompany@Sample.comSampleCompany.com | SHIP TOCustomer NameCustomer Company Name1234 Main StreetSuite 100Philadelphia, PA 19147 | INVOICE NUMBERPAYMENT STATUSISSUE DATEPAYMENT DUECUSTOMER IDWORK ORDER # | 789Pending10.28.1711.28.17ABCD123456 |

|  |  |  |  |
| --- | --- | --- | --- |
| QUANTITY | DESCRIPTION | UNIT PRICE | AMOUNT |
| 3 | Item name and description goes here | $20 | $60 |
| 1 | Item name and description goes here | $20 | $20 |
| 2 | Item name and description goes here | $40 | $80 |
| 3 | Item name and description goes here | $20 | $60 |
| 1 | Item name and description goes here | $20 | $20 |
|  | SUBTOTAL | $240 |
| Thank you for your business!PAYMENT DUE BY: 9.28.17 Please make all checks payable to [company name], or find us on PayPal at [handle]. | DISCOUNT (10%) | -$24 |
| SUBTOTAL | $0 |
| SHIPPING | $0 |
| TOTAL | $216 |

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| --- | --- | --- |
|  |  |  |
| PROJECT NOTESThis is a great spot to add a personalized thank you note to your client. | PAYMENT TERMSUse this area to specify your payment terms, payment options, or include any applicable warranty information about your products. | QUESTIONS?Please contact [Name] at [Phone Number] or [Email Address]. |

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INVOICE TOTAL