|  |  |  |
| --- | --- | --- |
| **Invoice** | Date: | [Enter Date] |
| Invoice #: | [Enter Invoice #] |
| Due Date: | [Enter Due Date] |
|  |  |  |  |
| **From:** | **Bill To:** |
| [Name/Company Name] | [Client's Name/Company Name] |
| [Address Line 1] | [Address Line 1] |
| [Address Line 2] | [Address Line 2] |
| [City], [State], [Zip Code] | [City], [State], [Zip Code] |
| [Phone] | [Phone] |
|  |  |  |  |
| Material Description | Quantity | Cost Per Item | Total |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  | *Materials Total:* |  |
|  |  |  |  |
| Labor Description  | Hours | Rate/Hour | Total |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  | *Labor Total:* |  |
| Tax Rate: |  |  | Subtotal: |  |
| Total Tax: |  |  | **Invoice Total:** |  |
|  |  |  |  |
| Payment Terms: |  |  |  |  |  |
|

|  |  |
| --- | --- |
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| *Thank you for your business!* |

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