

[YOUR COMPANY NAME]

[Street Address]

[City, State, Zip]

[Tax ID/VAT Number]

INVOICE

No: _____

Date: _____

PO #: _____

BILL TO

[Customer Company Name]

[Contact Name]

[Address]

[Tax ID/VAT Number]

SHIP TO

[Shipping Destination]

[Address]

[Shipping Method]

SKU / Item #	Description	Quantity	Unit Price	Discount %	Total

Subtotal: \$0.00

Trade Discount: (\$0.00)

Tax: \$0.00

Shipping/Handling: \$0.00

Total Balance Due: \$0.00

PAYMENT TERMS & INSTRUCTIONS

Net Days: [e.g. 30] | Bank: [Name] | Account: [Number] | SWIFT/IBAN: [Code]

Thank you for your business.