

# DEPOSIT INVOICE

**Invoice #:** [Invoice Number]  
**Date:** [Date]  
**PO Reference:** [PO Number]

## SUPPLIER

**[Supplier Name]**  
[Street Address]  
[City, State, Zip]  
[Phone/Email]

## BILL TO

**[Client Name]**  
[Street Address]  
[City, State, Zip]  
[Tax ID/VAT]

**REQUIRED DEPOSIT: [Percentage]% to initiate production/procurement.**

Item Description (Style/SKU)	Estimated Qty	Unit Price	Line Total
[Product Name/Type - e.g. Heavyweight Cotton Tee]	[Qty]	[\$[0.00]]	[\$[0.00]]
[Product Name/Type - e.g. Fleece Hoodie]	[Qty]	[\$[0.00]]	[\$[0.00]]

Estimated Order Total: \$[0.00]  
Deposit Percentage: [0]%  
Deposit Amount Due: \$[0.00]

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**Payment Terms:** Production begins only upon receipt of deposit. Remaining balance due prior to shipping.  
**Wire/ACH Details:** [Bank Name] | **Account:** [Number] | **Routing:** [Number]  
**Notes:** [Refund policy or lead time notes]