

DOWN PAYMENT INVOICE

[Business Name]

[Address]

[Phone/Email]

Invoice #: _____

Date: _____

CLIENT:

[Name]

[Address]

[Phone]

PROJECT SITE:

[Site Address]

Hardwood Species: _____

Square Footage: _____

Description of Materials / Services	Amount
Total Estimated Project Cost	\$
Material Procurement (Wood, Underlayment, Trim)	\$
Labor / Initial Mobilization	\$

Project Total: \$ _____

DOWN PAYMENT DUE: \$ _____

Remaining Balance: \$ _____

Terms & Conditions:

- Down payment is required to secure installation dates and order materials.
- Remaining balance is due upon completion of the installation/finishing.
- Wood must acclimate on-site for [X] days prior to installation.

Thank you for your business. Please make checks payable to: **[Business Name]**