[COMPANY NAME]

[Street Address]
[City, State, Zip]
[Phone Number]
[Email/Website]

INVOICE

Invoice #: [00000]
Date: [MM/DD/YYYY]
PO #: [Reference Number]

BILL TO:

[Client Name]
[Company Name]
[Street Address]
[City, State, Zip]

JOB SITE / PROJECT:

[Project Name/Number]
[Site Address]
[Site Contact Person]

EQUIPMENT DESCRIPTION / MODEL	RENTAL PERIOD (START - END)	QTY	RATE (DAY/WEEK)	TOTAL
[Machine Make, Model, & Unit ID]	[Date] to [Date]	[0]	$[0.00]	$[0.00]
[Machine Make, Model, & Unit ID]	[Date] to [Date]	[0]	$[0.00]	$[0.00]

EQUIPMENT DESCRIPTION / MODEL	RENTAL PERIOD (START - END)	QTY	RATE (DAY/WEEK)	TOTAL
			Delivery & Pickup Fees	$[0.00]
			Fuel/Environmental Surcharge	$[0.00]

Subtotal	$[0.00]
Tax ([0]%)	$[0.00]
Total Balance Due	**$[0.00]**

Terms: Net [30] Days. A late fee of [0]% may apply to overdue balances.

Instructions: Please make checks payable to **[Company Name]**. For wire transfers or ACH, please use the account details provided in the attached payment instruction sheet.

Thank you for your business.