

# PURCHASE INVOICE

**Vendor:** [Company Name]  
[Address Line 1]  
[City, State, Zip]  
[Tax ID/VAT Number]

**Invoice #:** \_\_\_\_\_  
**Date:** \_\_\_\_\_  
**P.O. #:** \_\_\_\_\_  
**Due Date:** \_\_\_\_\_

---

**Bill To:** [Buyer Name/Company]  
[Address Line 1]  
[City, State, Zip]  
[Contact Phone]  
**Ship To:** [Shipping Dept/Warehouse]  
[Address Line 1]  
[City, State, Zip]  
[Shipping Method]

| SKU / Item # | Description | Quantity | Unit Price | Total |
|--------------|-------------|----------|------------|-------|
|              |             |          |            |       |
|              |             |          |            |       |
|              |             |          |            |       |
|              |             |          |            |       |

Subtotal: \$0.00  
Bulk Discount: (\$0.00)

Shipping: \$0.00

Tax: \$0.00

---

**Total Amount: \$0.00**

---

**Payment Terms:** [e.g., Net 30]

**Notes:** Goods received in good condition. All returns subject to restocking fee.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_