

INVOICE

Office Supply Solutions Ltd.

123 Stationery Way, Business Park

City, State, Zip Code

Email: accounts@officesupply.com

Invoice #: _____

Date: _____

Due Date: _____

BILL TO:

SHIP TO:

Description	Quantity	Unit Price	Amount

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Subtotal: \$ _____

Sales Tax: \$ _____

Total Due: \$ _____

Payment Instructions:

Please make checks payable to "Office Supply Solutions Ltd."

Bank Transfer: Acct # _____ / Routing # _____

Thank you for your business!