

WORK ORDER / INVOICE

Handyman Services Name

123 Repair Lane, City, ST 12345

Phone: (555) 000-0000

Date: _____

Order #: _____

CUSTOMER INFORMATION

Name: _____

Address: _____

Phone: _____

JOB SITE (IF DIFFERENT)

Address: _____

Key/Access: _____

DESCRIPTION OF WORK

Service / Repair Description	Hours	Rate	Amount

MATERIALS & SUPPLIES

Item Description	Qty	Price	Total

Item Description	Qty	Price	Total

Labor Subtotal: \$ _____

Materials Subtotal: \$ _____

Tax: \$ _____

TOTAL DUE: \$ _____

Notes / Warranty: _____

Technician Signature

Customer Acceptance Signature