

[Business Name]
[Street Address]
[City, State, Zip]
[Phone Number] | [Email]

Invoice #: _____
Date: _____
Due Date: _____

[Client Name]
[Client Address]
[City, State, Zip]
[Phone Number]

[Service Address / Unit #]
[Notes: e.g., Gate Code, Parking]

Description of Service / Materials	Quantity / Hours	Rate	Amount

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Labor Subtotal: \$ _____

Materials/Parts: \$ _____

Tax: \$ _____

Total Due: \$ _____

NOTES & PAYMENT INSTRUCTIONS

Please make checks payable to: **[Payee Name]**

Accepted Payment Methods: [Cash, Check, Zelle, Credit Card]

Thank you for your business!