

Hotel Name

123 Main Street
City, Country 12345
Phone: (123) 456-7890
Email: info@hotel.com

Invoice

Invoice #: INV-001234

Date: 2024-06-25

Front Desk Clerk: John Smith

Guest Information

Name: Jane Doe
Address: 789 Guest Lane, Suite 5
Cityville, ST 67890
Phone: (555) 987-6543

Stay Details

Room Number: 205
Room Type: Deluxe Queen
Check-in: 2024-06-20
Check-out: 2024-06-25
Nights: 5

Description	Rate	Qty	Amount
Room Charge (Deluxe Queen)	\$120.00	5	\$600.00
Breakfast	\$15.00	5	\$75.00
Mini Bar	\$30.00	1	\$30.00
Laundry Service	\$20.00	1	\$20.00

Subtotal	\$725.00
Tax (10%)	\$72.50
Total	\$797.50
Amount Paid	\$797.50
Balance Due	\$0.00

Notes:

Thank you for staying with us. We hope you enjoyed your visit! For questions about your invoice, please contact the front desk within 24 hours.

Front Desk Signature: _____

Guest Signature: _____