

INVOICE

Seller

[Company Name]
[Address Line 1]
[Address Line 2]
[Phone]
[Email]

Invoice No: [INV-00001]
Date: [YYYY-MM-DD]
Due Date: [YYYY-MM-DD]

Bill To

[Customer Name]
[Customer Address]
[Customer Phone]
[Customer Email]

Ship To

[Recipient Name]
[Shipping Address]
[Recipient Phone]

| # | Description | Qty | Unit Price | Amount |
|---|------------------------------|-----|------------|----------|
| 1 | [Product Name / Description] | [1] | [100.00] | [100.00] |
| 2 | [Product Name / Description] | [2] | [80.00] | [160.00] |

| | |
|--------------|-----------------|
| Subtotal | [260.00] |
| Tax ([xx]%) | [xx.xx] |
| Total | [xxx.xx] |
| Amount Paid | [xx.xx] |
| Balance Due | [xxx.xx] |

Notes:
[You may include your return policy, payment instructions, or any additional notes here.]

Thank you for your business!