Sales Invoice

Date

Invoice No.

Enter invoice number

Reference No.

Reference (if any)

Sold By

Retailer/Store Name

Customer Name

Customer full name

Retailer Address

Retailer address

Customer Address

Customer address

#	Item Description	Qty	Unit	Unit Price	Discount	Amount
					Subtotal	
					Tax (%)	
					Total	

Notes / Terms

Additional notes or payment terms

Received By

Receiver's name

Date

Authorized By

Authorizer's name

Date