

INVOICE

Travel Agency Name

Address Line 1

Address Line 2

Phone: xxx-xxxx

Email: info@agency.com

Invoice #: INV-0001

Date: YYYY-MM-DD

Due Date: YYYY-MM-DD

Billed To

Client Name

Client Address Line 1

Client Address Line 2

Email: client@email.com

Tour Package Details

Package	Date	Guests	Unit Price	Amount
Sample Tour Destination	YYYY-MM-DD	2	\$1000	\$2000
Optional Add-on	YYYY-MM-DD	1	\$200	\$200

Subtotal \$2200

Tax (10%) \$220

Total \$2420

Notes

Thank you for booking with us. Please make the payment by the due date. For questions, contact our support.