

# UTILITY SERVICE INVOICE RECEIPT

[Your Utility Company Name]

[Company Address] | [Contact Details]

## Billed To

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Account #: \_\_\_\_\_  
Invoice #: \_\_\_\_\_  
Date Issued: \_\_\_\_\_  
Due Date: \_\_\_\_\_

Service Description	Service Period	Usage / Unit	Rate	Amount
[Utility Name, e.g. Electricity]	[e.g. Jan 1, 2024 - Jan 31, 2024]	[kWh / Gallons]	[Rate]	[Amount]
				<b>Subtotal</b> [Subtotal]
				Tax [Tax]
				<b>Total Due</b> [Total]
				Amount Paid [Paid]
				<b>Balance</b> [Balance]

Note: Please retain this receipt for your records. Payment is subject to your utility agreement.

\_\_\_\_\_  
Authorized Signature