

Your Business Name

[Insert logo here]

Street Address, City, State Postcode, Country
Tel : (456) 3456-1234, Fax : (456) 3456-1235, Email : yourname@yoursite.com
Website : www.yoursite.com, Tax Registration Number : your tax reg. no

Sold To

Customer Name

Street Address
City, State/Province, Zip/Post code
Country

Attention To : Contact Person

Ship To

Ship To Name

Ship To Street Address
City, State/Province, Zip/Post code
Country

Attention To : Contact Person

TAX INVOICE

Invoice No# **10001**
Date 10/08/2013
Your Ref#
Our Ref#
Credit Terms Cash

| Product ID | Description | Quantity | UM | Unit Price | Amount |
|------------|-------------|----------|------|------------|------------|
| 2314254 | Product A | 2 | sets | \$1,200.00 | \$2,400.00 |
| 32543 | Product B | 3 | pcs | \$400.00 | \$1,200.00 |

Comments

| | |
|----------------------|-------------------|
| Sub Total | \$3,600.00 |
| GST | \$360.00 |
| PST | \$180.00 |
| Invoice Total | \$4,140.00 |
| Freight | |
| Amount Paid | |
| Balance Due | \$4,140.00 |

Terms & Conditions

- All goods remain the property of "Your Business Name" until full payment has been received
- Please make check/ cheque payments payable to "YOUR BUSINESS NAME"
- Payments may also be made by wire transfer to the following account :

Account Name :

Account No # :