

SAMPLE HEATING, COOLING & VENTILATION INVOICE

1 **Invoice #:** 00001
Date: 04/22/09

4 **Sold To:**
John Q. Sample Corporation
123 Save Energy Way
Anytown, WI 53590

2 **Installing Contractor:**
XYZ HVAC Contractor
111 HVAC Expert Road
Anytown, WI 53523

Ship To:
John Q. Sample Corporation
123 Save Energy Way
Anytown, WI 53590

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5 **Project Name (customer if different from above):**
WI EnergySaver, Inc.

Quantity	Manufacturer/ Model #	Item Description	Serial #	Cost
1	TRANE/ G71PP- 60D135	Gas Furnace with programmable thermostat, variable gas value and a variable DC blower. Includes air filter, transitions, venting with PVC and installation.	3395739	\$4,685
1	RENEWAIRE/ 86PICD	Indoor unit/vertical indoor ERV	1080919	\$2,370
1	BURNHAM/ ALP285	Alpine 285 Nat. gas boiler	9982563	\$5,000
1	TRANE/ YHC036E HA005M	Rooftop A/C 3 Ton	83810275	\$2,733

6 **Total Due:** \$14,788

Remit to: XYZ HVAC Contractor, 111 HVAC Expert Road, Anytown, WI 53523

Required Information:

- 1** INVOICE NUMBER AND DATE
- 2** VENDOR NAME & ADDRESS
- 3** ITEMIZED LIST OF EQUIPMENT MAKE, MANUFACTURER, SERIAL NUMBER, UNIT PRICE AND QUANTITY
- 4** CUSTOMER NAME AND ADDRESS
- 5** IF INVOICE IS FROM A VENDOR TO A CONTRACTOR, THE CUSTOMER AND/OR ADDRESS WHERE INSTALLATION OR SERVICE WAS PERFORMED SHOULD BE REFERENCED
- 6** TOTAL AMOUNT DUE