|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Invoice** | | | | | | | Date: | [Enter Date] | |
| Invoice #: | [Enter Invoice #] | |
| Due Date: | [Enter Due Date] | |
|  | | |  | | |  | |  | |
| **From:** | | | | **Bill To:** | | | | | |
| [Name/Company Name] | | | | [Client's Name/Company Name] | | | | | |
| [Address Line 1] | | | | [Address Line 1] | | | | | |
| [Address Line 2] | | | | [Address Line 2] | | | | | |
| [City], [State], [Zip Code] | | | | [City], [State], [Zip Code] | | | | | |
| [Phone] | | | | [Phone] | | | | | |
|  | | |  | | |  | | |  |
| Material Description | | | Quantity | | | Cost Per Item | | | Total |
|  | | |  | | |  | | |  |
|  | | |  | | |  | | |  |
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|  | | |  | | |  | | |  |
|  | | |  | | |  | | |  |
|  | | |  | | |  | | |  |
|  | | |  | | | *Materials Total:* | | |  |
|  | | |  | | |  | | |  |
| Labor Description | | | Hours | | | Rate/Hour | | | Total |
|  | | |  | | |  | | |  |
|  | | |  | | |  | | |  |
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|  | | |  | | |  | | |  |
|  | | |  | | |  | | |  |
|  | | |  | | |  | | |  |
|  | | |  | | | *Labor Total:* | | |  |
| Tax Rate: | | |  | |  | Subtotal: | | |  |
| Total Tax: | | |  | |  | **Invoice Total:** | | |  |
|  | | |  | | |  | | |  |
| Payment Terms: |  |  |  | | |  | | |  |
| |  |  | | --- | --- | | |  | | --- | | *Thank you for your business!* | | | | | | | | | | | |

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