***Blank Invoice Template***

**Comments:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Details** | **Quantity** | **Unit Price** | **Amount** |
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|  |  |  |  |  |
|  | | | **Sub-Total** |  |
|  |  |
|  |  |
|  |  |
| **Grand Total** |  |
| **Internal Use Only** | |
| Amount ($) |  |
| Check Num |  |
| Date |  |

|  |  |
| --- | --- |
| Phone |  |
| Fax |  |
| Contact Name |  |

|  |  |
| --- | --- |
| Company |  |
| Address |  |
| State, Province |  |
| Zip/Postal Code |  |

|  |  |
| --- | --- |
| Invoice Num |  |
| Date: |  |
| Order Num |  |
| Terms |  |