Your Company Name

123 Your Street
Your City, ST 00000
(555) 010-0100
office@yourcompany.example
www.yourcompany.example
License #LIC-000000
Licensed and insured — certificate on request

INVOICE

No. **INV-1001**
Date **Sep 1, 2026**
Due **Sep 15, 2026**

BILL TO

Client Name
456 Client Street
Their City, ST 00000
(555) 010-0200
client@example.com

DESCRIPTION	QTY	UNIT	RATE	TAX	AMOUNT
MATERIALS					
Ready-mix concrete, 4000 PSI, fibre-reinforced	8	cu yd	$215.00	T	$1,720.00
Rebar, #4 at 18 in. on center	400	sq ft	$1.35	T	$540.00
Compacted gravel base, 4 in.	400	sq ft	$1.85	T	$740.00
Vapour barrier, 10 mil	400	sq ft	$0.55	T	$220.00
LABOR					
Excavation and grading	400	sq ft	$2.60		$1,040.00
Forming and stripping	40	ft	$9.75		$390.00
Place and finish, broom finish	400	sq ft	$3.40		$1,360.00
Stamped and colored finish, adder	400	sq ft	$6.25		$2,500.00

Subtotal	$8,510.00
Tax (8.25%)	$265.65
Total	**$8,775.65**

T = taxable line

HOW TO PAY

Check or Zelle to Your Company Name. Please reference the invoice number.

NOTES

Work completed as described on estimate EST-1001.

TERMS

Payment is due within 14 days of the invoice date. Thank you for your business.

Accepted by

Date