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
LABOR					
Interior walls, two finish coats	400	sq ft	$2.15		$860.00
Ceilings, flat white, two coats	400	sq ft	$1.85		$740.00
Trim, doors and casing, brush and roll	40	ft	$4.25		$170.00
Interior door, both faces and edges	1	ea	$110.00		$110.00
MATERIALS					
Premium interior latex, eggshell	5	gal	$68.00	T	$340.00
Exterior acrylic, satin	5	gal	$82.00	T	$410.00
Stain-blocking primer	5	gal	$55.00	T	$275.00
Masking, drop cloths and floor protection	1	ea	$135.00	T	$135.00

Subtotal	$3,040.00
Tax (8.25%)	$95.70
Total	**$3,135.70**

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