Your Company Name

Address, City, State/Province, Post/Zip Code
Tel : (111) 1234-5678, Fax : (111) 1234-1234,
Email : yourname@yoursite.com, Website: www.yoursite.com],
Tax Registration Number : 242314254235

Your Logo Here

INVOICE

Bill To	*Deliver To*	**Invoice No # : [1001]**
[Customer Name] [Address] [City, State, Post Code] [Country] **Attention : [Contact Person]**	**[Customer Name]** [Address] [City, State, Post Code] [Country] **Attention : [Contact Person]**	Date : 15 August 2013 Your Ref # : Our Ref # : Terms : [COD]

Description	Quantity	Unit Price	Amount
Comments & Instructions :		**Sub Total**	
		Tax	
		Freight	
		Total	

Terms & Conditions :
- Please make all cheques payable to : [**Your Company Name**]