INVOICE

Invoice no.

Invoice date

Due date

FROM

Business name

Address

Phone / email

BILL TO

Customer name

Address

Phone / email

Service address

Date(s) of service

WORK COMPLETED

Record vehicle size, condition, package tasks and any agreed paint or upholstery treatments.

Description	Unit	Qty	Rate	Amount
Exterior Wash	each			
Interior Detail	each			
Basic Detail Package	each			
Express Exterior Wash	each			
Full-Size SUV / Truck Surcharge	each			

HOW TO PAY

Who to make a check out to, bank transfer details or a pay link, and any late fee.

NOTES

Subtotal	
Tax rate (%)	
Tax	
Total	
Amount paid	
Balance due	