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

Identify fixtures, diagnosed work, parts, labor and access assumptions.

Description	Unit	Qty	Rate	Amount
Service Call Fee	each			
Drain Cleaning (Main	each			
Faucet Repair	each			
Water Heater Flush	each			
Leak Detection (Electronic	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	