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

Describe measured areas, roofing materials, removal, flashing and cleanup based on a site assessment.

Description	Unit	Qty	Rate	Amount
Roof Inspection	each			
Shingle Repair (minor	each			
Shingle Roof (per square	roof square			
Gutter Cleaning	each			
Architectural Shingle Roof (per square	roof square			

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	