



# Invoice

Your Name/company Name

Your Address

your telephone number

your email

your website

<b>Invoice No:</b>	203
<b>Date:</b>	25 July 2016
<b>Terms:</b>	NET 30
<b>Due Date:</b>	24 August 2016

<b>Bill To:</b>	Clients Name
	Clients Address

Description	Quantity	Rate	Amount
Your services	1	£100.00	£100.00
Equipment	1	£100.00	£100.00

PAYMENTS MADE TO  
 Bank name Acc: xxxxxxxx Sort : xxxxxx  
 LIMITED company number: xxxxxx

<b>Total</b>	<b>£200.00</b>
Paid	£0.00
<b>Balance Due</b>	<b>£200.00</b>

**TERMS: 30 days**  
 Please make any bank transfers no later than 5 working days before due date. Late payments may incur a daily charge of 4% charge of the total value of this invoice.