



Install **Invoice Manager**  
from **Microsoft Store**

**to generate PDF invoice**



**Date Picker**

**adds a calendar**  
**to date cells**



**Formula Manager**

Find, update, analyze, import and export  
Excel formulas and defined names

**Password Remover**

**for Excel** 

## **Backorder Invoice Template**

**BoostExcel.com**

Template#: c7002

Title: Backorder Invoice Template

Category: [Sales](#)

Download this template in Excel format: [Click here](#)

Scroll down to find the PDF invoice on the next page.



**Flowchart** is easy now



Your Sales company name

# INVOICE

Street Address  
City, ST ZIP Code  
Phone Number, Web Address, etc.

DATE:  
INVOICE #:

BILL TO:

SHIP TO:

PO #	SALES PERSON	SHIP DATE	SHIP VIA	TERMS	ORDER DATE

PRODUCT ID	DESCRIPTION	QTY.			UNIT PRICE	LINE TOTAL
		SHIPPED	ORDERED	B/O		

SUBTOTAL	-
TAX 5.00%	-
SHIPPING	-
<b>TOTAL</b>	-
<b>PAID</b>	-
<b>TOTAL DUE</b>	-

Notes:

THANK YOU FOR YOUR BUSINESS!  
"BUILDING BEYOND YOUR EXPECTATIONS"