



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** 

## **Billing Invoice Template**

**BoostExcel.com**

Template#: c5115

Title: Billing Invoice Template

Category: [Sales](#)

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

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

**Billing Invoice Template Sample Company**

**INVOICE**



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

<b>INVOICE #</b>	<b>DATE</b>
<b>P.O. #</b>	<b>Client #</b>

**BILL TO**

**SHIP TO**

Name  
 Address  
 City, State ZIP  
 Country  
 Phone  
 Email

Name  
 Address  
 City, State ZIP  
 Country  
 Contact

Sales Rep. Name	Ship Date	Ship Via	Terms	Due Date

# / Taxable	Description	Quantity	Unit Price	Line Total
uis-125 <input type="checkbox"/>	billing invoice template sample item one	15	3.14	47.10
uis-271 <input type="checkbox"/>	sample item 2	19	15.92	302.48
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				

SUBTOTAL	349.58
PST 8.000%	-
GST 6.000%	-
SHIPPING & HANDLING	-
<b>TOTAL</b>	<b>349.58</b>
<b>PAID</b>	<b>-</b>
<b>TOTAL DUE</b>	<b>349.58</b>

**NOTES:**

*THANK YOU FOR YOUR BUSINESS!*