



Blank Sales Invoicing Sample (One-tax, Long Description)

BoostExcel.com

Template#: c2022

Title: Blank Sales Invoicing Sample (One-tax, Long Description)

Category: [Sales](#)

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

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



Sales Business Name Here

Street Address

City, ST ZIP Code

Phone Number, Web Address, etc.

SALES INVOICE

DATE:

INVOICE #:

CUSTOMER#:

BILL TO		SHIP TO	
Name		Name	
Address		Address	
City, State ZIP		City, State ZIP	
Country		Country	
Email		Contact	
Phone			

P.O. #	Sales Rep. Name	Terms	Due Date

Description	Amount

SUBTOTAL	-
TAX 6.00%	-
SHIPPING & HANDLING	-
TOTAL	-
PAID	-
TOTAL DUE	-

THANK YOU FOR YOUR BUSINESS