



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

to generate **PDF invoice**



Date Picker
adds a **calendar**
to date cells



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

Password Remover
for Excel 

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.



Flowchart is easy now



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