



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 (Two-tax, Long Description)**

**BoostExcel.com**

Template#: c2023

Title: Blank Sales Invoicing Sample (Two-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	-
TAX1 6.00%	-
TAX2 7.00%	-
SHIPPING & HANDLING	-
<b>TOTAL</b>	-
<b>PAID</b>	-
<b>TOTAL DUE</b>	-

**THANK YOU FOR YOUR BUSINESS**