



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** 

Invoice Template with Long Product Description

BoostExcel.com

Template#: c4020

Title: Invoice Template with Long Product 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



Business Name

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

INVOICE

DATE: _____
INVOICE # _____

Bill To:

Name _____
Address _____
City, ST ZIP _____
Country _____
Phone _____

Ship To:

Name _____
Address _____
City, ST ZIP _____
Country _____
Phone _____

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

Description	Quantity	Unit Price	Line Total

SUBTOTAL	-
PST 6.50%	-
GST 3.20%	-
SHIPPING & HANDLING	-
TOTAL	-
PAID	-
TOTAL DUE	-

THANK YOU FOR YOUR BUSINESS!