



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 



Making
Flowchart is easy now



Create **PDF files** at any
size

IT Support Invoice Sample

BoostExcel.com

Template#: c5131

Title: IT Support Invoice Sample

Category: [Service](#)

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

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



SERVICE INVOICE

Your Service Company Name

Street Address

City, ST ZIP Code

Phone Number, Web Address, etc.

DATE:

INVOICE #:

Bill To

Project Summary

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

# / Taxable	Description	Quantity	Unit Price	Line Total
1 <input checked="" type="checkbox"/>	Troubleshooting	1	200.00	200.00
2 <input checked="" type="checkbox"/>	Project management	1	300.00	300.00
<input type="checkbox"/>				
<input type="checkbox"/>				
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<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				

SUBTOTAL 500.00

Federal Tax 6.50% 32.50

State Tax 3.20% 16.00

SHIPPING & HANDLING -

TOTAL 548.50

PAID -

TOTAL DUE 548.50

THANK YOU FOR YOUR BUSINESS!