



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 

Basic Service Bill Sample with Deposit

BoostExcel.com

Template#: c5078

Title: Basic Service Bill Sample with Deposit

Category: [Service](#)

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

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



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

INVOICE

DATE:
INVOICE #:

BILL TO

Name
 Address
 City, State ZIP
 Country
 Phone
 Email
 Client #

SERVICE SUMMARY

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

Item#	Description	Quantity	Unit Price	Line Total

NOTES: <div style="border: 1px solid black; height: 50px; width: 100%;"></div>	SUBTOTAL	-
	PST 8.000%	-
	GST 6.000%	-
	SHIPPING & HANDLING	-
	TOTAL	-
DEPOSIT PAYMENT METHOD		DEPOSIT

THANK YOU FOR YOUR BUSINESS!