



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

Service Receipt Template

BoostExcel.com

Template#: c5047

Title: Service Receipt Template

Category: [Receipt](#)

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

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



Your Service Company Name

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

PAYMENT RECEIPT

DATE:
RECEIPT #:

Bill To:

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

Product ID	Description	Quantity	Unit Price	Line Total

SUBTOTAL	-
State Tax 8.00%	-
Local Tax 6.00%	-
SHIPPING & HANDLING	-
TOTAL	-
PAID	-
TOTAL DUE	-

NOTES:

PAYMENT DETAIL

DATE	TOTAL	TYPE	NOTES	CHECK/MONEY ORDER#

THANK YOU FOR YOUR BUSINESS!