



Install **Invoice Manager**
from **Microsoft Store**

to generate **PDF invoice**



Date Picker
adds a **calendar**
to date cells



Formula Manager

Find, update, analyze, import and export
Excel formulas and defined names

Password Remover

for **Excel** 

Simple Sample - Separate City State ZIP

BoostExcel.com

Template#: c4081

Title: Simple Sample - Separate City State ZIP

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

Your Company Name

INVOICE

Street Address

City, ST ZIP Code

Phone Number, Web Address, etc.

DATE:

INVOICE #:

BILL TO

Name

Address

City, State ZIP La Jolla, California 92092-0100

Country

Phone

Email

Client #

SHIP TO

Name

Address

City, State ZIP

Country

Contact

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

Description	Quantity	Unit Price	Line Total

SUBTOTAL -

DISCOUNT (AMOUNT) -

PST 8.000% -

GST 6.000% -

SHIPPING & HANDLING -

TOTAL -

NOTES:

