



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

Simple 2-Column Sales Invoice Sample

BoostExcel.com

Template#: c2002

Title: Simple 2-Column Sales Invoice Sample

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

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

SALES INVOICE

DATE:
INVOICE #

Bill To

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

| Description | Amount |
|-------------|--------|
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| | |
|---------------------|---|
| SUBTOTAL | - |
| SHIPPING & HANDLING | - |
| TOTAL | - |
| PAID | - |
| TOTAL DUE | - |

THANK YOU FOR YOUR BUSINESS!