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| --- | --- | --- | --- |
| **[Company Name] Invoice** | | Logo placeholder   |  | | --- | |  | |
|  |  |  |
| **[Company Name]** | **Invoice No.** |  |
| **[Street Address]** | **Bill To** |  |
| **[Address 2]** | **Address** |  |
| **[City, ST ZIP Code]** |  |  |
| **[Phone]** |  |  |
| **[Web Site]** | **Phone** |  |
| **[E-Mail]** | **E-Mail** |  |
| **[Fax]** |  |  |
|  | **Deposit Received** | $20.00 |
| **[Invoice Date]** | **Invoice Subtotal** | $112.00 |
| **Due upon receipt** | **Tax Rate** | 8.00% |
|  | **Invoice Total** | $120.96 |
|  | **Total Amount Due** | $100.96 |
|  | **Amount Paid** |  |
|  |  |  |
| **Date** | **Description** | **Amount** |
| 3/9/2004 | Exterior window washing | $112.00 |
|  |  |  |
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|  |  |  |
|  |  |  |
|  | **Subtotal** | $112.00 |
|  | **Tax** | $8.96 |
|  | **Total** | $120.96 |
|  |  |  |
|  | ***Thanks for letting us serve you!*** |  |