

[Your business name]

[Street address]
[Town, postcode]
[Email]

INVOICE

No. INV-0001

CUSTOMER

[Customer name]

[Customer address]

ISSUE DATE

10 Sept 2026

DUE DATE

24 Sept 2026

WORK AND MATERIALS	QTY	RATE	AMOUNT
Rake out and repoint, rear elevation (per m ²)	38	£45.00	£1,710.00
Chimney stack repoint	1 job	£420.00/job	£420.00
Scaffold tower hire	1 wk	£180.00/wk	£180.00
Subtotal			£2,310.00

TOTAL DUE

£2,310.00

PAYMENT DETAILS

Bank [Bank name]
Account name [Account name]
Account no. [00000000]
Sort code [00-00-00]

NOTES

Payment due on completion of the work.