

[Your business name]

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

INVOICE

No. INV-0001

BILL TO

[Customer name]

[Customer address]

ISSUE DATE

10 Sept 2026

DUE DATE

24 Sept 2026

DESCRIPTION	TIME	RATE	AMOUNT
Lounge and hall carpets, hot water extraction	1 job	£110.00/job	£110.00
Stairs and landing	1	£55.00	£55.00
Three-seater sofa	1	£70.00	£70.00
Subtotal			£235.00
TOTAL DUE			£235.00

PAYMENT DETAILS

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

NOTES

Payment due on the day of the visit.