[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
Core holes, 152mm through 300mm concrete	6	£85.00	**£510.00**
Wall sawing, doorway opening	1 job	£680.00/job	**£680.00**
Slurry collection and disposal	1	£90.00	**£90.00**

Subtotal	£1,280.00
VAT (20%)	£256.00
TOTAL DUE	**£1,536.00**

PAYMENT DETAILS

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

NOTES

Payment due within 30 days of the invoice date.