

[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	QTY	UNIT PRICE	AMOUNT
Easter revision course, 4 days	1	£280.00	£280.00
Mock paper marking	3	£20.00	£60.00

Subtotal £340.00

TOTAL DUE £340.00

PAYMENT DETAILS

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

NOTES

Payment due at booking.