

[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     |
|---------------------------------------|-----|-----------|------------|
| Borehole, 150m depth (per metre)      | 300 | £32.00    | £9,600.00  |
| Ground loop installation and grouting | 2   | £850.00   | £1,700.00  |
| Rig mobilisation                      | 1   | £1,200.00 | £1,200.00  |
| Subtotal                              |     |           | £12,500.00 |

TOTAL DUE

£12,500.00

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.