

[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
Half day: shelves, door adjustment, curtain poles	4 hrs	£35.00/hr	£140.00
Flat-pack wardrobe assembly	1 job	£70.00/job	£70.00
Fixings and parts	1	£18.00	£18.00
Subtotal			£228.00
TOTAL DUE			£228.00

PAYMENT DETAILS

Bank

Account name

Account no.

Sort code

[Bank name]

[Account name]

[00000000]

[00-00-00]

NOTES

Payment due on completion of the work.