

[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
Full service, drain and refill	1	£120.00	£120.00
Replace heater element	1	£145.00	£145.00
Chemicals and filters	1	£45.00	£45.00

Subtotal £310.00

TOTAL DUE £310.00

PAYMENT DETAILS

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

NOTES

Payment due within 7 days of the invoice date.