[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
Board and skim bedroom ceiling	1 job	£380.00/job	**£380.00**
Skim walls, lounge and hallway	1 job	£640.00/job	**£640.00**
Plasterboard, beads and multi-finish	1	£145.00	**£145.00**

Subtotal £1,165.00

TOTAL DUE £1,165.00

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.