

[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	TIME	RATE	AMOUNT
English and maths tuition	8 hrs	£38.00/hr	£304.00
Mock exam marking	1	£25.00	£25.00

Subtotal £329.00

TOTAL DUE £329.00

PAYMENT DETAILS

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

NOTES

Payment due before the first lesson in the period.