

[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
Strip and re-tile rear roof slope	1 job	£4,200.00/job	£4,200.00
Scaffolding, erect and dismantle	1	£950.00	£950.00
Tiles, battens and membrane	1	£1,680.00	£1,680.00

Subtotal £6,830.00
VAT (20%) £1,366.00

TOTAL DUE £8,196.00

PAYMENT DETAILS

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

NOTES

Payment due on completion of the work.