

[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
Crown reduction, mature oak	1 job	£850.00/job	£850.00
Fell and section sycamore	1 job	£620.00/job	£620.00
Stump grinding	2	£120.00	£240.00
Arisings removal	1	£180.00	£180.00

Subtotal £1,890.00

TOTAL DUE £1,890.00

PAYMENT DETAILS

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

NOTES

Payment due within 14 days of the invoice date.