

Service Invoice

From:

ABC Web Solutions
123 Oak Avenue
Cityville, XY 45678
Email: info@abcweb.com
Phone: (123) 456-7890

To:

XYZ Creative Ltd.
789 Maple Street
Townsburg, ZA 65432
Email: contact@xyzcreative.com

Invoice #

S-2024-017

Date Issued

2024-06-24

Due Date

2024-07-08

Terms

Net 14

Services Provided

Description	Hours	Rate	Amount
Website Design Consultation	3.0	\$60.00	\$180.00
Front-End Development	8.5	\$60.00	\$510.00
Content Integration	2.0	\$60.00	\$120.00

Subtotal:\$810.00

Tax (5%):\$40.50

Total:\$850.50

Payment Details:

Bank: Cityville Bank

Account Name: ABC Web Solutions

Account Number: 123456789

Please reference the invoice number in your payment.

Important Notes:

- This document is a service invoice template, often used in Google Sheets for easy customization and record-keeping.
- Always ensure all details (dates, invoice number, and amounts) are accurate for both parties.
- Save a copy of each invoice for your records and for tax purposes.
- Modify service descriptions, rates, and taxes according to your specific business requirements.
- Check local regulations for required invoice information and tax rates.