

# INVOICE

**Vendor:**

ABC Supplies Ltd.  
456 Vendor Avenue  
Springfield, XY 67890  
Phone: (555) 234-5678  
Email: contact@abcsupplies.com

**Billed To:**

XYZ Corporation  
123 Main Street  
Metropolis, AB 12345  
Phone: (555) 123-4567  
Email: accounts@xyzcorp.com

**Invoice No:** INV-2024-1001**Invoice Date:** 2024-06-15**Due Date:** 2024-06-30**Purchase Order No:** PO-2024-78

Description	Quantity	Unit Price	Amount
Office Chairs	10	\$85.00	\$850.00
Desks	5	\$150.00	\$750.00
Stationery Pack	20	\$7.50	\$150.00

<b>Subtotal</b>	\$1,750.00
Sales Tax (5%)	\$87.50
<b>Total Due</b>	<b>\$1,837.50</b>

**Payment Instructions:**

Please make payment to:  
Bank: National Bank  
Account Name: ABC Supplies Ltd.  
Account No: 0012345678  
Reference: Invoice INV-2024-1001

**Important Notes:**

- All information must be accurate for timely processing and payment.
- Original invoice should be retained for your records.
- Please reference the Invoice Number on all correspondence and payments.
- Contact accounts@xyzcorp.com for any inquiries regarding this invoice.
- Payment must be made by the indicated Due Date to avoid delays.