

YOURLOGO

Acme Inc.
123 Main St, City, Country
Phone: +1 555-234-5678
Email: billing@acme.com

Invoice Receipt

Billed To
John Doe
456 Client Ave, Suite 789
City, Country
Email: john.doe@email.com
Invoice #: INV-2024-1456
Date Issued: 2024-06-10
Due Date: 2024-06-24
Status: Paid

Description	Qty	Unit Price	Amount
Web Design Services	1	\$1,200.00	\$1,200.00
Website Hosting (1 Year)	1	\$180.00	\$180.00
Consultation	2	\$95.00	\$190.00
Subtotal			\$1,570.00
Tax (10%)			\$157.00
Discount			-\$70.00
Total Paid			\$1,657.00

Important Notes:

- Digital invoice receipts serve as official records of payment and should be retained for accounting purposes.
- Ensure all billing and recipient details are accurate before issuing invoices.
- Invoices typically include itemized services/products, payment terms, due dates, and business contact information.
- This document confirms payment and does not require a physical signature in digital format.
- Contact your accountant for advice on local legal requirements for invoicing and document retention.