

ABC Corporation Ltd.
123 Main Street, 10th Floor
City, State, ZIP Code
Phone: (123) 456-7890
Email: info@abccorp.com

INVOICE

Bill To:

XYZ Solutions
456 Commerce Ave,
Suite 200
Metropolis, ST 54321
Contact: John Doe

Invoice Number:

INV-2024-00121

Invoice Date:

2024-06-14

Due Date:

2024-06-28

Description	Quantity	Unit Price	Amount
Consulting Services - May 2024	20	\$100.00	\$2,000.00
Website Maintenance	1	\$500.00	\$500.00
Custom Development Fee	1	\$750.00	\$750.00
		Subtotal	\$3,250.00
		Tax (10%)	\$325.00
		Total Due	\$3,575.00

Payment Instructions:

Please make payment via bank transfer to:

Bank Name: Metro Bank

Account Name: ABC Corporation Ltd.

Account Number: 00123456789

SWIFT Code: METRBKG01

Thank you for your business!

- This document serves as a formal request for payment for goods or services rendered.
- Ensure all payment details are correct before initiating payment.
- Retain a copy of this invoice for your accounting records.
- Contact the issuer immediately if any discrepancies are found.
- Standard invoices typically include company details, billing information, itemized charges, taxes, and payment terms.