

# Itemized Invoice

**Company Name:** ABC Technologies  
**Address:** 123 Market Street, City, Country  
**Phone:** +123-456-7890  
**Email:** info@abctech.com

**Bill To:**

Client Name: John Doe  
Company: XYZ Corporation  
Address: 456 Main Avenue, City, Country  
Email: johndoe@xyzcorp.com

**Invoice #:** INV-2024-0017

**Date:** 2024-06-18

**Due Date:** 2024-07-02

#	Description	Quantity	Unit Price	Amount
1	Software Development	25	\$80	\$2,000
2	Technical Support	10	\$50	\$500
3	Cloud Hosting (Monthly)	1	\$300	\$300
<b>Subtotal</b>				<b>\$2,800</b>
<b>Tax (10%)</b>				<b>\$280</b>
<b>Total</b>				<b>\$3,080</b>

**Important Notes:**

- Ensure all line items and amounts are accurate before sending to client.
- Include unique invoice number and clear payment terms to avoid confusion.
- Retain a copy of each invoice for record-keeping and auditing purposes.
- Review tax calculations for compliance with local regulations.
- Itemized invoices create transparency and help clients understand charges.