

Itemized Billing Table Headings

Item No.	Description	Quantity	Unit Price	Subtotal	Tax	Total	Notes
1	Sample Item A	2	100.00	200.00	10.00	210.00	--
2	Sample Item B	5	60.00	300.00	15.00	315.00	Discount applied

- Ensure all details are accurate to avoid discrepancies.
- Include tax information as required by local regulations.
- Itemized billing increases transparency for both parties.
- Keep a copy for record-keeping and auditing purposes.