

# Asset Procurement Invoice

**Company Name:** ABC Enterprises Ltd.  
**Address:** 123 Business Avenue, Cityville  
**Contact:** +1 234 567 8900  
**Email:** info@abcenterprises.com

**Vendor Name:** TechSupply Co.  
**Address:** 456 Supplier Street, Metropolis  
**Contact:** +1 789 010 1121  
**Email:** sales@techsupply.com

**Invoice No:** INV-2024-0615  
**Invoice Date:** 15-June-2024  
**Payment Terms:** Net 30 Days

#	Asset Description	Asset Code	Qty	Unit Price	Total Price
1	Dell Latitude 7430 Laptop	LAP-2024-001	10	\$1,050.00	\$10,500.00
2	Epson Projector EB-E10	PRO-2024-005	2	\$450.00	\$900.00
3	Cisco Managed Switch 24-port	SW-2024-008	1	\$650.00	\$650.00

**Subtotal:** \$12,050.00  
**Tax (8%):** \$964.00  
**Grand Total:** **\$13,014.00**

## Important Notes:

- This invoice serves as proof of asset procurement for company accounting and auditing purposes.
- Ensure all asset details, quantities, and codes are accurately recorded for future asset management and tracking.
- Payment is due within the stated payment terms. Delayed payments may incur penalties.
- Retain this invoice for warranty and support claims related to the procured assets.
- Contact the vendor promptly in case of any discrepancies or damages upon delivery.