

Asset Purchase Invoice

Seller:

[Seller Company Name]
[Seller Address]
[Seller Phone]
[Seller Email]

Invoice No: INV-20240624

Date: 2024-06-24

Due Date: 2024-07-08

Bill To:

[Buyer Company Name]
[Buyer Address]
[Buyer Phone]
[Buyer Email]

Asset Details

Asset Description	Quantity	Unit Price	Total
Office Computers (Brand/Model XYZ-100)	10	\$700	\$7,000
Photocopier Machine (Brand/Model 123)	1	\$1,200	\$1,200
Conference Table (Oak Wood)	1	\$800	\$800
Office Chairs (Ergonomic)	10	\$120	\$1,200

Subtotal	\$10,200
Tax (10%)	\$1,020
Total Amount Due	\$11,220

Payment Terms

50% advance payment within 7 days of invoice date.
Remaining 50% payable within 15 days upon delivery of assets.
Payment Method: Bank Transfer
Bank Details: [Bank Name], [Account Number], [SWIFT/BIC]

Important Notes

- This invoice serves as a formal request for payment for assets purchased as listed above.
- Ownership of assets is transferred upon receipt of full payment.
- Asset conditions and warranty (if any) are detailed in the accompanying purchase agreement.
- Any disputes regarding the invoice must be notified in writing within 5 business days.
- Late payments may be subject to additional charges as per contract terms.