

Professional Services Ltd.
123 Service Avenue
Cityville, ST 12345
Phone: +1 555-123-4567
Email: info@proservices.com

SERVICE INVOICE

Bill To:

John Doe
456 Client Street
Townsville, ST 67890

Invoice #: INV-1024

Date: 2024-06-15

Due: 2024-07-15

Description of Services

Service Description	Hours	Rate	Amount
Consultation & Needs Assessment	4	\$100.00	\$400.00
System Setup & Configuration	6	\$120.00	\$720.00
Training Session	2	\$95.00	\$190.00
Subtotal			\$1,310.00
Tax (5%)			\$65.50
Total Due			\$1,375.50

Payment Details

Please make payment by bank transfer to:
Account Name: Professional Services Ltd.
Bank: GreatBank Inc.
Account Number: 12345678
Routing Number: 000123456

Notes

- This service invoice is for professional services rendered as outlined above.
- Payment terms are Net 30 days from the invoice date.
- Please include the invoice number with your payment.
- Contact us promptly in case of discrepancies or questions regarding this invoice.