

ACME Corp.
1234 Market Street
Suite 500
Springfield, State 54321
Phone: (555) 123-4567
Email: billing@acmecorp.com

Invoice
No: INV-2023-10245
Date: 2024-06-30
Due Date: 2024-07-15

Billed To:

John Doe Enterprises
88 Lakeview Drive
Capital City, State 99999
Attn: Accounts Payable
johnpay@johndoe.com

Ship To:
John Doe Enterprises
Warehouse 2
156 Industrial Rd.
Capital City, State 99999

Order Summary (Page 1 of 2)

#	Product / Service	Description	Qty	Unit Price	Line Total
1001	Premium Widget A	High-quality widget, Large (Blue)	125	\$49.00	\$6,125.00
1002	Super Widget B	Mid-grade, set of 4 colors	300	\$23.50	\$7,050.00
1003	Widget Accessories Kit	5-part maintenance kit	275	\$12.00	\$3,300.00
1004	Extended Warranty	2-years, all Widgets	1	\$1,500.00	\$1,500.00

--- Continued on next page ---

Order Summary (Page 2 of 2)

#	Product / Service	Description	Qty	Unit Price	Line Total
1005	Bulk Packaging Fee	Special oversized cartons	1	\$600.00	\$600.00
1006	Expedited Shipping	Two-day air (insured)	1	\$900.00	\$900.00
Subtotal					\$19,475.00
Sales Tax (8.25%)					\$1,606.69
Total Due					\$21,081.69

Payment Information

Bank Transfer:
Bank: Springfield Bank
Account Name: ACME Corp.
Account No: 23456789876
Routing No: 11001100
Reference: INV-2023-10245

Terms:
Payment due within 15 days of invoice date.
Late payments subject to 2% monthly interest.
For queries, contact: billing@acmecorp.com

Important Notes for Multi-page RTF Invoice Documents:

- Ensure each page includes headers or footers with invoice and page numbers.
- Segregate large item lists across multiple pages without splitting rows.

- Keep payment instructions and terms clear and visible on each page or at the end.
- Use consistent formatting to avoid confusion for recipient and processing systems.
- Review and comply with client-specific requirements for digital or printed RTF submissions.