

Invoice

From:

Acme Solutions Inc.
456 Business Ave.
Cityville, Country 10001
Email: billing@acmesol.com

Bill To:

John Doe
789 Client Rd.
Townsville, Country 20002
Email: johndoe@email.com

Invoice #: INV-2024-015

Date: 2024-06-30

Due Date: 2024-07-14

Items

Description	Qty	Unit Price	Amount
Web Design Service	1	1,200.00	1,200.00
Additional Support (hours)	4	75.00	300.00

Tax Calculation

Subtotal	1,500.00
Tax (10%)	150.00
Total Due	1,650.00

Payment Instructions

Please transfer the total amount to:
Bank: Bank of Cityville
Account Name: Acme Solutions Inc.
Account No.: 1234567890

Important Notes:

- This invoice format is suitable for RTF (Rich Text Format) documents.
- Tax rates should be displayed clearly, and amounts calculated transparently.
- Ensure all details (payer, payee, services, and totals) are accurate before issuing.
- Retain a copy of every invoice issued for record-keeping and auditing purposes.
- Consult with your tax advisor regarding local and international tax compliance.