



**To**  
Customer Name  
Street Number and Name  
Town and City  
Postcode  
Country

# Invoice

**Invoice note**

**From** Your Company Name  
**Invoice number** 01234556  
**Invoice date** DD/MM/YY  
**PO / Reference** Reference number  
**Payment terms** Timeframe

Item	Rate	Qty	Net	VAT%	VAT	Gross
	£		£	20%	£	£
	£		£	20%	£	£
	£		£	20%	£	£
	£		£	20%	£	£
	£		£	20%	£	£
	£		£	20%	£	£

## How to pay this invoice

Account name: Your Company Name  
Account number: 00000000  
Sort code: 12-34-56  
Payment reference: INV-Example

Net total

VAT total

**Total to pay**

**Payment due**

Registered company address – Your Registered Street Number and Name, Town and City, Postcode, Country  
Registered company no. 10149389 · VAT registration no. 123456

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