

Automated Sales Invoice Format in Excel

Enhance your billing process with an **automated sales invoice format in Excel** featuring built-in formulas for accurate and efficient calculations. This template streamlines data entry, ensuring precise totals, taxes, and discounts without manual errors. Ideal for businesses seeking a professional and time-saving invoicing solution.

Sample Excel Invoice Layout & Key Formulas

Invoice No: `=TEXT(TODAY(),"INV-YYYYMMDD")`

Date: `=TODAY()`

Bill To: [Customer Name & Address]

Item Description	Quantity	Unit Price	Line Total
<input type="text" value="Product A"/>	<input type="text" value="2"/>	<input type="text" value="50"/>	<code>=B6*C6</code>
<input type="text" value="Product B"/>	<input type="text" value="1"/>	<input type="text" value="120"/>	<code>=B7*C7</code>
<input type="text" value="Product C"/>	<input type="text" value="3"/>	<input type="text" value="30"/>	<code>=B8*C8</code>
Subtotal			<code>=SUM(D6:D8)</code>
Discount (%)			<input type="text" value="5"/>
Discount Amount			<code>=D10*D11/100</code>
Tax Rate (%)			<input type="text" value="18"/>
Tax Amount			<code>=(D10-D12)*D13/100</code>
Total Due			<code>=D10-D12+D14</code>

Excel Formulas Referenced:

- Line Total:** `=Quantity * Unit Price`
- Subtotal:** `=SUM(Line Total Range)`
- Discount Amount:** `=Subtotal * Discount % / 100`
- Tax Amount:** `=(Subtotal - Discount Amount) * Tax % / 100`
- Total Due:** `=Subtotal - Discount Amount + Tax Amount`

Copy this layout into Excel and adjust cell references as needed. The built-in formulas will keep your calculations accurate and automated.