

# Simple Purchase Invoice Sample Template (PDF)

This **simple purchase invoice sample template** PDF provides a clear and professional layout to manage transaction details efficiently. It is designed to streamline the billing process while ensuring all necessary purchase information is accurately documented. Ideal for small businesses seeking an easy-to-use invoicing solution.

## Purchase Invoice

Invoice No.:	PI-00001	Date:	2024-06-11
Supplier:	ABC Supplies Co.	Buyer:	XYZ Small Business

#	Item Description	Quantity	Unit Price	Total
1	Inkjet Printer	2	\$150.00	\$300.00
2	Printer Paper Pack	5	\$6.00	\$30.00
3	USB Cable	3	\$4.00	\$12.00
Subtotal				\$342.00
Tax (10%)				\$34.20
Total Amount Due				\$376.20

**Payment Terms:** Payment due within 30 days.

**Thank you for your business!**