

Payment Invoice Form

Invoice Number: INV-2024-00123	Date Issued: 2024-06-14
Bill To: Client Name Company Name Address Line 1 Address Line 2 City, State ZIP Phone: (123) 456-7890 Email: client@email.com	From: Business Name 123 Business Rd. Suite 100 Business City, ST 45678 Phone: (987) 654-3210 Email: billing@business.com

Invoice Details

#	Description	Quantity	Unit Price	Line Total
1	Consulting Services â€” June 2024	10	\$150.00	\$1,500.00
2	Custom Report Generation	2	\$250.00	\$500.00
3	Service Fee	1	\$100.00	\$100.00
Subtotal:				\$2,100.00
Tax (10%):				\$210.00
Total Due:				\$2,310.00

Payment Terms

- **Payment Due Date:** 2024-06-28
- **Payment Method:** Bank Transfer, Check, or Credit Card
- **Bank Details:** ABC Bank, Routing #: 123456789, Account #: 987654321
- **Late Payment:** A late fee of 2% per month will be applied to all overdue balances.
- **Notes:** Please include the invoice number on all forms of payment for proper credit. Contact billing@business.com with any questions regarding this invoice.

Thank you for your business!