

Hotel Invoice

Guest Name: _____
Room Number: _____
Check-in Date: _____
Check-out Date: _____

Description	Details	Qty/Days	Unit Price	Amount
Room Charge	Deluxe Suite	3	\$120.00	\$360.00
Breakfast	Buffet	3	\$15.00	\$45.00
Lunch	Set Menu	2	\$20.00	\$40.00
Dinner	Room Service	2	\$25.00	\$50.00
Laundry	Shirts & Trousers	5	\$3.00	\$15.00
Other Charges	Mini Bar	1	\$10.00	\$10.00
Subtotal				\$520.00
Tax (10%)				\$52.00
Total Amount Due				\$572.00

Payment Method: _____

Guest Signature: _____ Date: _____

Thank you for choosing our hotel!
Please retain this invoice for your records.