

# Business Invoice

This **simple business invoice form** sample is designed for services rendered, ensuring clear and professional billing. It includes all essential details such as client information, service descriptions, and payment terms. Easily customizable, it helps streamline your invoicing process efficiently.

**Invoice #:** INV-001

**Date:** 2024-07-03

**Business Name:** ABC Services Ltd. **Contact:** info@abcservices.com

**Phone:** (123) 456-7890

**Billed To:**

John Doe

789 Client St, Suite 101

Client City, ST 12345

Email: john.doe@email.com

Service Description	Hours	Rate	Amount
Consulting Services	5	\$100.00	\$500.00
Website Maintenance	3	\$80.00	\$240.00

**Subtotal:** **\$740.00**

**Tax (10%):** **\$74.00**

**Total:** **\$814.00**

**Payment Terms:** Due within 15 days.

Please make payment via bank transfer to the details provided on your account.