

Simple Service Invoice

This **simple service invoice form** sample provides a clear and organized layout for itemized charges, ensuring accurate billing and easy tracking. Designed for efficiency, it helps service providers detail each service rendered along with corresponding costs. Perfect for small businesses aiming to streamline their invoicing process.

From: Your Company Name Address Line 1 Address Line 2 Phone: (123) 456-7890	To: Client Name Client Address Line 1 Client Address Line 2 Email: client@email.com
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Invoice #: 0001	Date: 2024-06-30
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#	Description of Services	Quantity	Unit Price	Total
1	Consultation	2	\$75.00	\$150.00
2	Website Updates	3	\$50.00	\$150.00
3	Technical Support	1	\$100.00	\$100.00

Subtotal: \$400.00

Tax (5%): \$20.00

Total: **\$420.00**

Payment due within 14 days. Thank you for your business!