

Credit Invoice Form Sample

From:
Business Name
Address
Email | Phone

To:
Client Name
Address
Email | Phone

Invoice #	CI-2024-001	Invoice Date	2024-07-04
Due Date	2024-07-18	PO #	PO-456

Description	Quantity	Unit Price	Amount
Product/Service 1	5	\$100.00	\$500.00
Product/Service 2	2	\$200.00	\$400.00
Subtotal			\$900.00
Tax (10%)			\$90.00
Total Due			\$990.00

Payment Terms:

- Due Date:** 14 days from invoice date (2024-07-18)
- Late Payment:** Interest of 2% per month will be applied to overdue balances.
- Accepted Payment Methods:** Bank Transfer, Check, Credit Card

Please make payment to:

Bank Name: Sample Bank

Account Name: Business Name

Account Number: 12345678 | Routing: 123456789

Thank you for your business!