

Purchase Invoice

Date: 2024-06-15
Invoice No.: INV-00245

Billed To:
Acme Corp.
123 Main Street
Newtown, NY 10001

Supplier:
OfficePro Supplies Ltd.
456 Commerce Ave.
Metropolis, NY 10022

#	Item Description	Quantity	Unit Price	Total
1	A4 Paper (Ream)	20	\$4.00	\$80.00
2	Ballpoint Pens (Pack of 10)	5	\$3.50	\$17.50
3	Stapler	3	\$8.00	\$24.00
4	Paper Clips (Box)	2	\$2.00	\$4.00
5	Desktop Organizer	1	\$15.00	\$15.00
			Subtotal	\$140.50
			Tax (8%)	\$11.24
			Total Amount Due	\$151.74

Payment Terms: Net 30 days
Notes: Thank you for your business.