

Simple Professional Invoice Template PDF for Small Business

This **simple professional invoice template** PDF is designed specifically for small businesses, ensuring clarity and ease of use. It streamlines billing processes with a clean, organized layout that enhances professionalism. Perfect for freelancers and entrepreneurs who want a hassle-free invoicing solution.

From:

Your Company Name
Address Line 1
Address Line 2
City, State ZIP
Email: info@yourcompany.com
Phone: (123) 456-7890

Invoice #: 1001
Date: 2024-06-28
Due Date: 2024-07-12

Bill To:

Client Name
Client Company
Client Address Line 1
Client Address Line 2
City, State ZIP

Description	Quantity	Unit Price	Amount
Service/Product 1	2	\$150.00	\$300.00
Service/Product 2	1	\$250.00	\$250.00
			Subtotal: \$550.00
			Tax (10%): \$55.00
			Total: \$605.00

Payment Terms: Please make payment within 14 days via bank transfer or your preferred method.

Thank you for your business!