|  |  |  |
| --- | --- | --- |
| Contoso |  | Logo placeholder |
| DATE  March 13th | INVOICE NO  10000102 | YOUR COMPANY  1 Redmond Way  Redmond, WA 99243  888-888-8888 |
| INVOICE TO  Microsoft Corp  123 456th St, Redmond, WA  98052  888-888-8888 |  |  |

| SALESPERSON | Job | Payment Terms | Due date |
| --- | --- | --- | --- |
| Anne |  | Due on Receipt | 8/30/2021 |

| Quantity | Description | Unit Price | Line Total |
| --- | --- | --- | --- |

|  |  |  |  |
| --- | --- | --- | --- |
| Product1 | Product description | $1.00 | $5.00 |
| Product2 | Product description | $2.00 | $8.00 |
| Product3 | Product description | $14.50 | $29.00 |
| Product4 | Product description | $1.00 | $1.00 |
| Product5 | Product description | $1.00 | $2.00 |
| Product6 | Product description | $2.00 | $2.00 |
| Product7 | Product description | $14.50 | $14.50 |
| Product8 | Product description | $1.00 | $4.00 |
| Product9 | Product description | $1.00 | $1.00 |
| Product10 | Product description | $2.00 | $6.00 |
| Product11 | Product description | $14.50 | $14.50 |
| Product12 | Product description | $1.00 | $2.00 |
| Product13 | Product description | $2.00 | $4.00 |
| Product14 | Product description | $14.50 | $29.00 |
| Product15 | Product description | $1.00 | $1.00 |
| Product16 | Product description | $1.00 | $1.00 |
|  |  |  |  |

| Subtotal | $124.00 |
| --- | --- |
| Sales Tax | $12.40 |
| Total | $136.40 |