

Simple Sample: Adding Discount Column

400+ Free Excel Invoice Templates

Uniform Software

Template#: c4061 Paper Size: A4 (210 mm x 297 mm) Sales Invoice Templates

Scroll down to find the PDF invoice on the next page.

Your Company Name INVOICE Street Address Street Address City, ST ZIP Code DATE: Phone Number, Web Address, etc. INVOICE #:

BILL TO	SHIP TO		
Name	Name		
Address	Address		
City, State ZIP	City, State ZIP		
Country	Country		
Phone	Contact		
Email			
Client #			

P.O. #	Sales Rep. Name	Ship Date	Ship Via	Terms	Due Date

Description	Quantity	Unit Price	Discount	Line Total
Test Product 2 (Service)	1	200.00	10.00	190.00
SUBTOTAL			190.00	
DISCOUNT (AMOUNT)			10.00	
NOTES:		PST	8.000%	15.20
		GST	6.000%	11.40
	SHIPPING & HANDLING		-	
			TOTAL	216.60

THANK YOU FOR YOUR BUSINESS!