



Install **Invoice Manager**
from **Microsoft Store**
to generate **PDF invoice**



12 **Date Picker**
adds a **calendar**
to date cells



F **Formula Manager**
Find, update, analyze, import and export
Excel formulas and defined names

Password Remover
for Excel 



Making
Flowchart is easy now



Create **PDF files** at any
size

Commercial Invoicing Template (UPS Style)

BoostExcel.com

Template#: c7025

Title: Commercial Invoicing Template (UPS Style)

Category: [Proforma](#)

Download this template in Excel format: [Click here](#)

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

INVOICE

From	
Tax ID/VAT No	(Your Tax ID)
Contact Name	(Your Contact Name)
Company Name	(Your corporation Name)
Address	(Your Street Address)
City State/Province	(Your City State)
Postal Code	(Your Postal Code)
Country/Territory	(Your Country)
Phone	(Your Phone)
Waybill Number	
Shipment ID	
Date	
Invoice Number	
Purchase Order Number	
Terms of Sale (INCOTERM)	
Reason for Export	
SHIP TO	
Tax ID/VAT Number	
Contact Name	
Company Name	
Address	
City State/Province	
Postal Code	
Country/Territory	
Phone	
SOLD TO	
Tax ID/VAT Number	
Contact Name	
Company Name	
Address	
City State/Province	
Postal Code	
Country/Territory	
Phone	

Currency Code	Sales Person	Ship Date	Ship Via	Total Packages	Total Weight

Units	U/M	Description	Harm.code	C/O	Unit Price	Line Total

Declaration statement line 1	SUBTOTAL	-
Declaration statement line 2	TAX 8.000%	-
	DISCOUNT/REBATE	-
ADDITIONAL COMMENTS:	SHIPPING & HANDLING	-
	INSURANCE	-
	OTHER	-
	GRAND TOTAL	-

I declare all the information contained in this invoice to be true and correct
Signature of shipper/exporter

SHIPPER

DATE