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size

## Excel Retail Invoice Template

**BoostExcel.com**

Template#: c5155

Title: Excel Retail Invoice Template

Category: [Sales](#)

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

Address

New York, NY 10013

Phone, fax, Web Site Address

DATE: \_\_\_\_\_

INVOICE #: \_\_\_\_\_

Bill To		Ship To	
Name	Cava Wine Bar	Name	_____
Address	_____	Address	_____
City, ST ZIP	New York, NY 10128	City, ST ZIP	_____
Email	_____	Contact	_____
Phone	_____		

P.O. #	Sales Rep. Name	Ship Date	Ship Via	Terms	Due Date
	NY		UPS	Due on Receipt	

  

# / Taxable	Description	Quantity	Unit Price	Line Total
016 BLACK <input checked="" type="checkbox"/>	006/1 wall sconce black	1	50.00	50.00
023 ROSE <input checked="" type="checkbox"/>	006/1 wall sconce rose	1	50.00	50.00
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
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<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				

  

SUBTOTAL (BEFORE DISCOUNT)				100.00
DISCOUNT RATE %				30.00%
SUBTOTAL				70.00
TAX 8.375%				9.21
SHIPPING & HANDLING				40.00
TOTAL				119.21
PAID				-
TOTAL DUE				119.21

☐ Tax Exempt

Notes:

Items may be returned for store credit only within xxx month of the invoice date. Items must be returned in original condition and packaging.  
Store credit must be used within xxx months of the purchase date. Payment acts as agreement to the terms and conditions set forth by the manufacturer.