



Install **Invoice Manager**

from **Microsoft Store**

to generate PDF invoice



Date Picker

adds a calendar

to date cells

Sales Invoice (3 Columns, 2 Taxes)

InvoicingTemplate.com

- Template#: c3025
- Title: Sales Invoice (3 Columns, 2 Taxes)
- Category: [Sales](#)
- Download this template in Excel format: [Click here](#)

Scroll down to find the PDF invoice ↓↓↓



Your Company Name

SALES INVOICE

Street Address
City, ST ZIP Code
Phone Number, Web Address, etc.

DATE:
INVOICE #

Bill To:

Ship To:

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

#	Description	Amount

SUBTOTAL	-
GST 5.00%	-
PST 5.00%	-
SHIPPING & HANDLING	-
TOTAL	-
PAID	-
TOTAL DUE	-

THANK YOU FOR YOUR BUSINESS!