



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



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



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

Simple Sample - Discount Amount on Sales Report

BoostExcel.com

Template#: c4055

Title: Simple Sample - Discount Amount on Sales Report

Category: [Sales](#)

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

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



Your Company Name

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

INVOICE

DATE:
INVOICE #:

BILL TO

Name
Address
City, State ZIP
Country
Phone
Email
Client #

SHIP TO

Name
Address
City, State ZIP
Country
Contact

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

Description	Quantity	Unit Price	Line Total

NOTES:

SUBTOTAL	-
DISCOUNT (AMOUNT)	
Sales Tax 8.000%	-
SHIPPING & HANDLING	-
TOTAL	-