



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 - Adding Discount Column

BoostExcel.com

Template#: c4061

Title: Simple Sample - Adding Discount Column

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	Discount	Line Total
Test Product 2 (Service)	1	200.00	10.00	190.00

NOTES:

SUBTOTAL		190.00
DISCOUNT (AMOUNT)		10.00
PST	8.000%	15.20
GST	6.000%	11.40
SHIPPING & HANDLING		-
TOTAL		216.60

THANK YOU FOR YOUR BUSINESS!