YOUR LOGO

INVOICE

Invoice number

Invoice date

Due date

Your cleaning business name

Business address

Business phone | Business email

BILL TO

Customer name

Billing address

Customer phone | Customer email

SERVICE ADDRESS (IF DIFFERENT)

Service address

Date of Service	Description	Hours/Qty	Rate ($)	Amount ($)

PAYMENT METHODS

☐ Card ☐ Zelle ☐ Check ☐ Cash

PAYMENT TERMS

Due on receipt

Subtotal ($)

Discount ($)

Tax ($)

TOTAL DUE ($)

NOTES

Thank you for your business

Thank you for your business

Editable PDF. Enter and check all amounts before sending.

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