[Your business name]

[Street address]
[Town, postcode]
[Email]

INVOICE

No. INV-0001

CUSTOMER

[Customer name]

[Customer address]

ISSUE DATE
10 Sept 2026

DUE DATE
24 Sept 2026

WORK AND MATERIALS	QTY	RATE	AMOUNT
Metal stud partitions, boarded both sides (per m²)	120	£18.00	**£2,160.00**
MF ceiling, level 3 (per m²)	60	£16.00	**£960.00**
Tape and joint	3 days	£210.00/day	**£630.00**

Subtotal	£3,750.00
VAT (20%)	£750.00
TOTAL DUE	**£4,500.00**

PAYMENT DETAILS

Bank	**[Bank name]**
Account name	**[Account name]**
Account no.	**[00000000]**
Sort code	**[00-00-00]**

NOTES

Payment due within 30 days of the invoice date.

Created with TapTax