[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
Insulated sectional door, supply and fit	1	£1,650.00	**£1,650.00**
Electric operator and remotes	1	£420.00	**£420.00**
Remove and dispose of old up-and-over door	1 job	£90.00/job	**£90.00**

Subtotal	£2,160.00
VAT (20%)	£432.00
TOTAL DUE	**£2,592.00**

PAYMENT DETAILS

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

NOTES

Payment due on completion of the work.

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