[Your business name]

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

INVOICE

No. INV-0001

BILL TO

[Customer name]

[Customer address]

ISSUE DATE
10 Sept 2026

DUE DATE
24 Sept 2026

DESCRIPTION	TIME	RATE	AMOUNT
Class 1 driving shift, 10 hours	5 days	£210.00/day	**£1,050.00**
Night out allowance	2	£35.00	**£70.00**
Overtime beyond 10 hours	3 hrs	£22.00/hr	**£66.00**

Subtotal £1,186.00

TOTAL DUE £1,186.00

PAYMENT DETAILS

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

NOTES

Payment due within 7 days of the invoice date.

Created with TapTax