[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
Full service, labour	1 job	£95.00/job	**£95.00**
Oil, oil filter, air filter and cabin filter	1	£64.00	**£64.00**
Replace front brake pads and discs, labour	1 job	£85.00/job	**£85.00**
Brake pads and discs	1	£110.00	**£110.00**

Subtotal £354.00

TOTAL DUE £354.00

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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