[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
Strip and re-tile rear roof slope	1 job	£4,200.00/job	**£4,200.00**
Scaffolding, erect and dismantle	1	£950.00	**£950.00**
Tiles, battens and membrane	1	£1,680.00	**£1,680.00**

Subtotal	£6,830.00
VAT (20%)	£1,366.00
TOTAL DUE	**£8,196.00**

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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