[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
10 Oct 2026

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Stage 3 of 5: roof structure and covering complete	1	£9,500.00	**£9,500.00**

Subtotal	£9,500.00
VAT (20%)	£1,900.00
TOTAL DUE	**£11,400.00**