INVOICE TEMPLATE

CATERING INVOICE TEMPLATE

VISIT INVOICE TEMPLATE

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INVOICE

INV-2023-007

INVOICE DATE:	**June 20, 2023**	$4.649,79
DUE DATE:	**June 30, 2023**	

XYZ Event Center
789 Elm Street, Townsville
www.xyzeventcenter.com
info@xyzeventcenter.com

Michael Anderson
Gourmet Delights
123 Main Street
www.gourmetdelights.com

QTY	UNIT	CODE	DESCRIPTION	UNIT PRICE	TOTAL
100	Guests	GST001	Catering Service	30,00	3.000,00
1	Service	SVC001	Wait Staff	100,00	100,00
1	Service	SVC002	Bartending	80,00	80,00
1	Event	EVT001	Rental of Venue	500,00	500,00
50	Pieces	DST001	Dessert Assortment	5,00	250,00
10	Trays	CAN001	Canapés	25,00	250,00
5	Gallons	BEV001	Beverage Service	20,00	100,00

Discount Rate	3,0%
Sub Total	$4.151,60
VAT Rate	12%
TOTAL	**$4.649,79**

PAYMENT DETAILS
Recipient Name: Gourmet Delights
Bank: First National Bank
Branch Code: 567
Account No: 123456
IBAN: FN9876543210123456789
Payment Ref No:INV2023007

OTHER INFO
Michael Anderson
Tel: 1-216-1234567
Fax: 1-212-1234568
www.gourmetdelights.com
michael@gourmetdelights.com

***PAYMENTS SHOULD BE DONE TO OUR BANK ACCOUNT. THANK YOU FOR YOUR BUSINESS!**