Invoice

[Business name] · License #[...] · [phone] · [email]
Invoice #[5012] · Date: [date] · Time of call: [time] · Due: [date]
Bill to: [client] · [billing address] · Work at: [address or vehicle, VIN]
ID checked: [type] · Matches: [address / vehicle]
Service call - [daytime / after hours] - [$]
Entry - [method, damage or none] - [$]
Rekey - [cylinders] × [rate per cylinder] = [$]
Hardware - [brand, grade, finish] - [qty] × [price] = [$]
Install labor - [qty] × [rate] = [$]
Keys - [count] × [price per key] = [$]
Subtotal [$] · Sales tax [rate]% on [hardware and keys] [$] · Total due [$]
Warranty: [hardware / labor terms] · Terms: [paid on site or due date]

DESCRIPTION	QTY	PRICE	AMOUNT

Subtotal	
Sales tax	
Total due	