

Handyman Invoice

Invoice Details

Invoice Number: [INV-0001]
Invoice Date: [Month DD, YYYY]
Payment Due: Net [14] days - due [Month DD, YYYY]

From

Business Name: [Your Business Name]
Contact: [Name, Email, Phone]
Address: [Street, City, State, ZIP]

Bill To

Client Name: [Client Name]
Service Address: [Street, City, State, ZIP]
Date of Service: [Month DD, YYYY]

Charges

Item	Details	Qty / Hours	Rate	Total
LABOR				
[Job or task 1]	[What was done]	[Hours]	[\$0.00]	[\$0.00]
[Job or task 2]	[What was done]	[Hours]	[\$0.00]	[\$0.00]
[Job or task 3]	[What was done]	[Hours]	[\$0.00]	[\$0.00]
	Labor Subtotal		[\$0.00]	
PARTS & MATERIALS				
[Part or material 1]	[Where used]	[Qty]	[\$0.00]	[\$0.00]
[Part or material 2]	[Where used]	[Qty]	[\$0.00]	[\$0.00]
	Parts & materials Subtotal		[\$0.00]	
	Subtotal		[\$0.00]	
	[8]% Tax		[\$0.00]	
	Total Due		[\$0.00]	

Payment

Payment Terms: Net [14] days from the invoice date
Payment Methods: [Check, bank transfer, card, cash]
Late Fee: [1.5]% per month on overdue balances