

Handyman Invoice

Invoice Details

[Your Logo]

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
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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 2]	[What was done]	[Hours]	[\$0.00]	[\$0.00]

[Job or task 3]	[What was done]	[Hours]	[\$0.00]	[\$0.00]
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[Job or task 4]	[What was done]	[Hours]	[\$0.00]	[\$0.00]
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[Job or task 5]	[What was done]	[Hours]	[\$0.00]	[\$0.00]
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	Labor Subtotal	[\$0.00]
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PARTS & MATERIALS | | |

[Part or material 1]	[Where used]	[Qty]	[\$0.00]	[\$0.00]
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[Part or material 2]	[Where used]	[Qty]	[\$0.00]	[\$0.00]
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[Part or material 3]	[Where used]	[Qty]	[\$0.00]	[\$0.00]
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[Part or material 4]	[Where used]	[Qty]	[\$0.00]	[\$0.00]
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[Part or material 5]	[Where used]	[Qty]	[\$0.00]	[\$0.00]
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			Parts & materials Subtotal [\$0.00]	
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[illegible]

	[8]%	Tax	[\$0.00]
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			Total Due	[\$0.00]
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		Amount Paid	[\$0.00]
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		Balance Due	[\$0.00]
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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

Warranty on Labor: [90] days on workmanship; parts per manufacturer warranty