

**[Your Company Slogan]**

Phone [(509) 555-0190] Fax [(509) 555-0191]

INVOICE #[100]  
DATE: MAY 30, 2011

[Phone]

[P.O. #]

Make all checks payable to **[Your Company Name]**  
Payment is due within 30 days.  
If you have any questions concerning this invoice, contact **[Name, phone number, e-mail]**

**Thank you for your business!**