INVOICE

Payment terms: Net 30. Payment is due within 30 days of the invoice date.

INVOICE NO.

INVOICE DATE

PAYMENT TERMS
Net 30

DUE DATE (INVOICE DATE + 30 DAYS)

PAYMENT DETAILS (BANK / METHOD)

FROM (SELLER)

BILL TO (CUSTOMER)

DESCRIPTION	QTY	UNIT PRICE	AMOUNT

NOTES

Subtotal

Tax

TOTAL DUE

Net 30 means the full amount is due 30 days after the invoice date. In the Excel version, change the net-days cell to use the same file for other terms.