

CONTOSO LTD.

INVOICE

Contoso Headquarters
123 456th St
New York, NY, 10001

INVOICE: INV-100

INVOICE DATE: 11/15/2019

DUE DATE: 12/15/2019

CUSTOMER NAME: MICROSOFT CORPORATION

SERVICE PERIOD: 10/14/2019 – 11/14/2019

CUSTOMER ID: CID-12345

Microsoft Corp
123 Other St,
Redmond WA, 98052

BILL TO:

Microsoft Finance
123 Bill St,
Redmond WA, 98052

SHIP TO:

Microsoft Delivery
123 Ship St,
Redmond WA, 98052

SERVICE ADDRESS:

Microsoft Services
123 Service St,
Redmond WA, 98052

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS
	PO-3333				

DATE	ITEM CODE	DESCRIPTION	QTY	UM	PRICE	TAX	AMOUNT
3/4/2021	A123	Consulting Services	2	hours	\$30.00	10%	\$60.00
3/5/2021	B456	Document Fee	3		\$10.00	5%	\$30.00
3/6/2021	C789	Printing Fee	10	pages	\$1.00	20%	\$10.00

SUBTOTAL	\$100.00
SALES TAX	\$10.00
TOTAL	\$110.00
PREVIOUS UNPAID BALANCE	\$500.00
AMOUNT DUE	\$610.00

THANK YOU FOR YOUR BUSINESS!

REMIT TO:

Contoso Billing
123 Remit St
New York, NY, 10001