JOB INVOICE

SOLD TO		DATE ORDERED	ORDER #
ADDRESS		ORDER TAKEN BY	PHONE
CITY	STATE ZIP	JOB LOCATION	
EMAIL	PHONE	STARTING DATE	TERMS

QTY.	MATERIAL	UNIT	AMOUNT
	TOTAL MATERIALS		

DESCRIPTION OF WORK	
MISCELLANEOUS CHARGES	
TOTAL MISCELLANEOUS	

LABOR	HRS.	RATE	AMOUNT
TOTAL LABOR			

WORK ORDERED BY

DATE ORDERED / / 20

DATE COMPLETED / / 20

X

CUSTOMER APPROVAL SIGNATURE / / 20 DATE

X

AUTHORIZED SIGNATURE / / 20 DATE

TOTAL LABOR	
TOTAL MATERIALS	
TOTAL MISCELLANEOUS	
SUBTOTAL	
TAX	
Thank You! GRAND TOTAL	

SAMPLE

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