

Sample Invoice

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Fred Fredrickson
"Grips R Us"
PO Box 9999999
Wellington

Tax Invoice # 5678
Date: 01/05/2006
GST Number:44-444-4444

Invoice To:
Stormy Weather Films Ltd
PO Box 987654
Auckland

Fee for services - Fred Fredrickson - Grip Assistant,
"Hot Chocolate" TVC Job #5522
25,26,27 April 2006

Wed 25 th 0700 -1700	10.00 hours
Thu 26 th 0700 - 2100	14.00 hours
Fri 27 th 0600 - 1700	11.00 hours

3 Days at \$450.00 per day	\$ 1350.00
3 hours * T1.5 @ \$67.50 per hour	\$ 202.50
2 hours * T2.0 @ \$90.00 per hour	\$ 180.00
1 hour broken turnaround @ \$45 per hour	\$ 45.00

Subtotal - personal services \$ 777.50

Grip 4WD @ \$120.00 per day \$ 360.00

Subtotal \$ 2137.50

GST \$ 267.19

Total **\$2404.69**

ABC Bank No: 012 3456789 00

Payment terms - payment is due within seven days of receipt of invoice

Late payment interest penalty rate - 18% per annum / 1.5% per month