Blank Sales Invoice Format (One-tax) in PDF Format

Blank Sales Invoice Format (One-tax) was initially released on http://www.InvoicingTemplate.com on Saturday, November 21, 2015, and is categorized as Sales. As always **Blank Sales Invoice Sample (One-tax)** was published in two editions - one free **Blank Sales Invoice Format (One-tax)**, and another Uniform Invoice Software version that is able to turn **Blank Sales Invoice Format (One-tax)** into a complete invoicing system. This "**Blank Sales Invoice Format (One-tax) in PDF Format**" document includes brief description about the template, as well as a PDF invoice form exported from "blank-sales-invoice-one-tax.xlsx".

Like *Blank Sales Invoice Format (One-tax)*? Visit Blank Sales Invoice Format (One-tax) to download it for free.

Blank Sales Invoice Format (One-tax) Features and Facts

With this sample template, the "Ship To" fields are moved back into the printable invoicing form. The default "Ship To" fields includes Name, Address, City State and ZIP, Country and Contact.

If you have taken a look at the documents included in Uniform Invoice Software, you knew that all Excel spreadsheet invoice samples here on InvoicingTemplate.com are created from the default sales invoice template shipped with Uniform Invoice Software. If a field is not needed in a customized template, we simply move it out of the printable area.

The printable area, or print area, is the area with white background on the center of the **Blank Sales Invoice Format (One-tax)** spreadsheet. By default Microsoft Excel prints the entire worksheet when you issue the print command, but if the worksheet has a print area defined, such as what we do for **Blank Sales Invoice Format (One-tax)**, only the print area will print. You can add cells to expand the print area as needed, and you can clear the print area to print the entire worksheet again. If you need to recreate the print area definition, here are what to do: On the "Invoice" worksheet of the **Blank Sales Invoice Format (One-tax)**, select the cells that you want to define as the print area; On the Page Layout tab, in the Page Setup group, click Print Area, and then click Set Print Area.

This template has one tax set by default, and the tax is assigned the name "TAX". You can change it to any name you like according to your business requirements and local economic design, such as VAT, GST. The tax name and rate can be changed directly

after you unprotect the sheet. If you have Uniform Invoice Software installed, changing tax name and rate is much simpler - you can done this by clicking the Settings button on the ribbon tab, and then go to the Taxes tab. With Uniform Invoice Software installed, each time you click the "Clear & New" command, the tax name and rate are restored to the default values you set on the Taxes tab of the Settings window.

c2019 - Blank Sales Invoice Format (One-tax) (Blank Sales Invoice Sample (One-tax)) is one of the templates in the serial Blank Sales Invoicing Templates. As of Dec/02/2015, there are 2 template(s) in this serial. For a version that has no tax and shows all lines on the invoice body, see Blank Sales Sample (No-tax).

Sales, in general, is a transaction between two parties where the buyer receives goods (tangible or intangible), services and/or assets in exchange for money; the term is also used for an agreement between a buyer and seller on the price of a security. The sales invoice is perhaps the most common document in the business world. It is an important record for both the seller and the client, and it's an essential element in the management and bookkeeping of any business. Traditionally, invoices were sent in the mail or, when the technology became available, via fax. Today, as businesses gravitate toward paperless operations, they are commonly sent electronically via email and filed away on a computer (eHow). No matter whether you printed a hard copy of the invoices you created, make the information accurate, and make the layout professional. This does not mean you have to purchase an expensive accounting or bookkeeping app - a free invoice template like this one - c2019 Blank Sales Invoice Format (One-tax) could get the job done well. If you have a limited budget for invoicing, or just started a business, this free invoice template might be your best choice. If you need more - for example, pick customer and products from exiting records so that you don't have to type them each time on creating an invoice, then install Uniform Invoice Software.

Blank Sales Invoice Format (One-tax) - PDF Format

Sales Business Name Here

InvoicingTemplates

Street Address
City, ST ZIP Code
Phone Number,Web Address, etc.

SALES INVOICE

DATE:
INVOICE #:
CUSTOMER#:

BILL TO		SHIP TO	
Name		Name	
Address		Address	
City, State ZIP		City, State ZIP	
Country		Country	
Email		Contact	
Phone			

P.O. #	Sales Rep. Name	Terms	Due Date

Description	Amount

SUBTOTAL		-
TAX	5.00%	-
SHIPPING & HANDLING		-
TOTAL		-
PAID		-
TOTAL DUE		-

THANK YOU FOR YOUR BUSINESS