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# invoice

## sample document

### SUPPORT INVOICE \*\*Original\*\*

Invoice to:  
Company Name  
Address  
City, Province Postal Code  
Invoice Contact



Payment to:  
HEWLETT-PACKARD (CANADA) LTD.  
Etobicoke Station "B"  
P. O. BOX xxxx  
City, Province Postal Code



Inquiries to:  
Hewlett-Packard (Canada) Ltd.  
HP Street Address  
City, Province Postal Code  
Tel: xxx-xxx-xxxx



Please reference Invoice Number on your remittance

Customer Account Number  
135008645

Support Agreement ID  
FS TEST PACK 1

Purchase Order Number  
123456

Invoice Number                      Date  
601065                                      01 May 2001



For more information on the format of this document visit [www.hp.com/go/hpdocs](http://www.hp.com/go/hpdocs)

System Handle	Coverage From	To	Description	Amount/CAD
FS TEST 2	01 Jul 2002	30 Jun 2003	FS PRELIM TEST DATA 2	xxx.xx



#### Summary of Charges

Hardware Support	xxx.xx
Hardware Support PST Tax ON	xxx.xx
Hardware Support GST Tax ON	xxx.xx
Software Support-Labour	xxx.xx
Software Support-Labour PST Tax ON	xxx.xx
Software Support-Labour GST Tax ON	xxx.xx
Software Support-Material	xxx.xx
Software Support-Material PST Tax ON	xxx.xx
Software Support-Material GST Tax ON	xxx.xx
<b>TOTAL INVOICE AMOUNT DUE</b>	<b>xxx.xx</b>



**Equipment Location**  
Customer Name  
Customer Address  
City, Province Postal Code

**Software Location**  
Customer Name  
Customer Address  
City, Province Postal Code

Payment due date: 09 Jun 2001



Payment Terms: Within 30 days Due net  
G.S.T. REG'N#R102340239

## definition key

1. Invoice will be sent to this address.
2. Send remittance to this address.
3. Direct invoice questions here.
4. Please refer to your Support Agreement ID or Invoice Number when calling HP.
5. Your purchase order number.
6. Your invoice period.
7. Total excluding tax.
8. Province in which hardware or software sales tax will be applied.
9. Total support cost for entire invoice period.
10. Payment due date and terms.

**for more  
information call  
800-268-1221**