INVOICE

Sample invoice. Fictional business, customer and prices.

From:
Cedar Valley Heating & Air (sample)
1200 Example Street
Springfield, ST 00000
(555) 010-0142 | billing@example.com
License # HVAC-000000

Bill to:
Jordan Sample
48 Sample Lane, Springfield, ST 00000
(555) 010-0177
jordan@example.com

Invoice #	2026-0142	**Invoice date**	2026-06-12
Service address	48 Sample Lane	**Service date**	2026-06-11
Equipment / model	3-ton split AC, Sample Brand SB-36 (serial SB36-000123)		

Description	Qty	Rate	Amount
Diagnostic and trip charge, no cooling	1	$89.00	$89.00
Labor: replace dual-run capacitor, test amp draw	1.5	$110.00	$165.00
Part: dual-run capacitor 45/5 uF, 440 V	1	$38.00	$38.00
Flush condensate drain, check float switch	1	$25.00	$25.00

Subtotal	$317.00
Tax (6.00%, example rate)	$19.02
TOTAL	**$336.02**

Payment terms
Net 15 days. Late payments subject to 1.5% per month finance charge.

Work performed June 11. Capacitor carries a 90-day parts and labor warranty (example term).