

INVOICE

[Your business or trading name]

GST no. [123-456-789]

[Address]

[Phone · Email]

Invoice no. **[INV-0001]**

Date **[DD/MM/YYYY]**

Due date [DD/MM/YYYY]

BILL TO

[Customer's name]

[Address, phone or email]

Over \$1,000 to a GST-registered customer? Their name and one of address, phone, email, NZBN or website must be on the invoice.

Details

[illegible]

HOW TO PAY

Bank account: [12-3456-7890123-00]

Reference: [INV-0001]

Payment due within [14] days. Thank you for your business.