INVOICE

[Your Business Name]
[Street address]
[City, State ZIP]
[email@yourbusiness.com]
[(555) 555-0123]

BILL TO

[Client Name]
[Street address]
[City, State ZIP]
[client@email.com]

Invoice number:	F-48213
Invoice date:	10/27/2026
Due date:	10/27/2026
Terms:	Due on receipt
Arrival:	[Date]
Departure:	[Date]
Room:	[412, King deluxe]

ITEM	UNIT PRICE	QUANTITY	TAX RATE	AMOUNT
Room, King deluxe Nightly rate	$189.00	3	12%	**$567.00**
Breakfast for two Restaurant charge to room	$36.00	2	—	**$72.00**
Parking Per night	$25.00	3	—	**$75.00**
Late check-out Until 2 pm	$40.00	1	12%	**$40.00**

NOTES/MEMO

One night's deposit paid at booking. The tax shown is the combined room and occupancy tax on room charges. Thank you for staying with us.

Subtotal:	$754.00
Tax:	$72.84
Invoice total:	$826.84
Amount paid:	-$189.00
Balance due:	**$637.84**