

BUSINESS INVOICE TEMPLATE

This Business Invoice ("Invoice") is issued by the undersigned business entity ("Seller") to the recipient ("Buyer") for the provision of goods and/or services as detailed herein.

Seller Information:

Business Name: _____

Address: _____

City, State, ZIP: _____

Phone Number: _____

Email Address: _____

Buyer Information:

Business Name: _____

Address: _____

City, State, ZIP: _____

Phone Number: _____

Email Address: _____

Invoice Details:

Invoice Number: _____

Invoice Date: _____

Payment Due Date: _____

Description of Goods/Services Provided:

1. Item/Service: _____

Quantity: _____

Unit Price: _____

Total Price: _____

2. Item/Service: _____

Quantity: _____

Unit Price: _____

Total Price: _____

Subtotal: _____

Tax (if applicable): _____

Total Amount Due: _____

Payment Instructions:

Please remit payment to the following account:

Bank Name: _____

Account Number: _____

Routing Number: _____

Terms and Conditions:

1. Definitions: "Seller" refers to the business issuing this Invoice. "Buyer" refers to the recipient of this Invoice. "Goods/Services" refers to the items or services listed above. "Invoice Date" refers to the date this Invoice is issued. "Payment Due Date" refers to the date by which payment must be received.

2. Governing Law and Jurisdiction: This Invoice shall be governed by and construed in accordance with the laws of the State of _____. Any disputes arising from this Invoice shall be resolved in the courts located in _____.

_____ County, State of
_____ .

3. Severability: If any provision of this Invoice is held to be invalid or unenforceable, such provision shall be struck and the remaining provisions shall be enforced to the fullest extent permitted by law.

4. Entire Agreement: This Invoice constitutes the entire agreement between the parties regarding the subject matter hereof and supersedes all prior agreements, understandings, and negotiations, whether written or oral.

5. Notices: Any notice required or permitted under this Invoice shall be in writing and shall be deemed to have been duly given when delivered personally or sent by certified mail, return receipt requested, or by a nationally recognized overnight courier, to the addresses specified herein.

6. Amendments: This Invoice may not be amended or modified except in writing signed by both parties.

7. Default and Remedies: In the event of default by the Buyer in payment, the Seller may pursue all remedies available under applicable law, including but not limited to the collection of the amounts due, plus interest at the rate of _____ % per annum and reasonable attorney's fees.

8. Termination: This Invoice may be terminated by the Seller upon written notice to the Buyer if the Buyer fails to make payment within the specified terms. Termination shall not affect any rights or obligations accrued prior to termination.

9. Waiver: No waiver by either party of any breach or default hereunder shall be deemed to be a waiver of any preceding or subsequent breach or default.

10. Force Majeure: Neither party shall be liable for any failure or delay in performance under this Invoice due to circumstances beyond their reasonable control, including but not limited to acts of God, war, terrorism, or governmental action.

Signature:

Seller's Authorized Signature: _____

Printed Name: _____

Date: _____

Buyer's Authorized Signature: _____

Printed Name: _____

Date: _____

Witness (if required):

Witness Signature: _____

Printed Name: _____

Date: _____

Notary (if required):

State of _____

County of _____

Subscribed and sworn to before me on this _____ day of
_____, 20__, by
_____, who is personally known to me or has produced
identification.

Notary Public Signature: _____

Printed Name: _____

My Commission Expires: _____

This Business Invoice Template is intended for use by businesses to ensure clear and enforceable transactions with their customers. Please consult with a legal professional to ensure compliance with applicable laws and regulations.