Business name _____
Address _____
Phone _____
Email _____
VAT no. _____

INVOICE

Carpenter & Joiner

Invoice no. _____
Invoice date _____
Work finished _____
Payment due _____
Your UTR _____

BILL TO

ADDRESS OF THE WORK

Description	Labour / materials	Qty	Unit price	Amount

☐ Reverse charge: customer to pay the VAT to HMRC (VAT-registered contractor only; then leave VAT at £0.00)

Subtotal _____
VAT at 20% _____
Less CIS deduction on labour (20% / 30% / 0%) _____
Less deposit paid _____

Amount due _____

HOW TO PAY

Bank _____
Sort code _____
Reference Invoice no.

Account name _____
Account no. _____
Card payment link _____

TERMS

- Bespoke items are made to the signed-off sizes; changes after manufacture are charged extra.
- A 50% deposit is due before materials are ordered.
- Decorating and filling after fitting are not included unless listed above.

Free template from vslocks.com/viperlabs/viperjob/templates. Quote, invoice and get paid from your phone with ViperJob.