Logo (optional)

Company name _____

Address _____

Phone _____ **Email** _____

Website _____ **License** (when applicable) _____

INVOICE

Invoice number _____

Invoice date _____

CUSTOMER AND SERVICE LOCATION

Customer name _____ **Phone** _____

Billing address _____ **Email** _____

Service address _____

APPLIANCE

Type ☐ Refrigerator ☐ Washer ☐ Dryer ☐ Oven ☐ Dishwasher ☐ Other _____

Brand _____ **Model number** _____ **Serial number** _____

Reported problem _____

Diagnostic findings _____

CHARGES

Repair scope approved _____

ITEM	DESCRIPTION	PART NUMBER	QTY / HOURS	UNIT PRICE / RATE	TOTAL
Diagnostic / service-call fee					
Part					
Part					
Part					
Labor					
Labor					

PAYMENT HISTORY

DATE	METHOD	STATUS	AMOUNT

Subtotal	
Tax	
Other permitted fees	
Grand total	
Amount paid	
Balance due	

AUTHORIZATION AND ACKNOWLEDGMENT

Diagnostic authorization reference _____

Repair estimate approval reference _____

Completion acknowledgment _____

Customer name _____ **Customer signature** _____ **Date** _____