|  |  |  |
| --- | --- | --- |
|  |  | **EVENT SPACE INVOICE**  |
| **FROM** |  |  |
| [Name] |  | **[DATE]** |
| [Company] |  |  |
| [Street Address] |  | **[INVOICE #]** |
| [City, State, Zip] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| [Phone] |  |  |
| [E-Mail] |  |  |
|  |  |  |
| **BILL TO** |  |  |
| [Name] |  |  |
| [Company] |  |  |
| [Street Address] |  |  |
| [City, State, Zip] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| [Phone] |  |  |
| [E-Mail] |  |  |

|  |  |
| --- | --- |
| **DESCRIPTION** | **AMOUNT ($)** |
|  |  |
| **NOTES**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **SUBTOTAL** |  |
| **DISCOUNT** |  |
| **TAX / VAT** |  |
| **SHIPPING** |  |
| **TOTAL** |  |

THANK YOU FOR YOUR BUSINESS