



Number Street Name
City State Postcode
Tel: 12345678
Fax:11223344
Email: email@email.com.au
ABN: 987654321

Friday, 8 October 2010
Tax Invoice No. 66

Convey Corporation
42 Oz Lane
Melbourne, Victoria, 3009

Attention: Fiona Flower

Reference: **2009-012 Harpenden Boat House**
Tax invoice for consulting services

Dear Fiona,

DA*

Total Billed to Date
Agreed Fee - \$14,400.00
Percentage complete: 100%
100% of \$14,400.00 \$14,400.00

Less Previous Invoices
· Invoice No.65 \$400.00
· Invoice No.64 \$10,000.00

Equals Total Stage for This Invoice **\$4,000.00**

CC

Total Billed to Date
Agreed Fee - \$28,800.00
Percentage complete: 26%
26% of \$28,800.00 \$7,500.00

Less Previous Invoices
· Invoice No.65 \$5,000.00

Equals Total Stage for This Invoice **\$2,500.00**

CD

Total Billed to Date
Agreed Fee - \$33,600.00
Percentage complete: 14%
14% of \$33,600.00 \$4,580.00

Less Previous Invoices
· (no previous invoices) \$0.00

Equals Total Stage for This Invoice **\$4,580.00**

| | |
|-----------------------------|--------------------|
| TOTAL THIS INVOICE | \$11,080.00 |
| GST | \$1,108.00 |
| TOTAL AMOUNT PAYABLE | \$12,188.00 |

Please call if you have any queries.

Yours sincerely

PAYMENT

Accounts are due and payable within xx days after they are rendered.

ELECTRONIC PAYMENT DETAILS

Account Name:

BSB:

ACCT.NO.: