

Example 1

Golly's Fresh Produce
203 State Rd, Smithville, AG 50315

Invoice 000000
Invoice Date: 11/15/2022

Agriculture High School
13323 State RD
Smithville, AG 50315

QTY/UNIT	PRODUCT	PRICE PER QTY/UNIT	TOTAL
2	Watermelons	\$5.00	\$10.00
1	Flat of Strawberries	\$10.00	\$10.00
15	Pepper	\$0.50	\$7.50
3	1 lb Blueberries	\$4.00	\$12.00
		TOTAL	\$39.50
		Payment-Check #0001	-\$39.50
			\$0.00

Payment Received: 11/15/22 - check #0001

Example 2

Golly's Fresh Produce	
203 State Rd, Smithville, AG 50315	
Date 11/15/2022 TUE	TIME 12:01
Watermelon	\$5.00
Watermelon	\$5.00
Strawberries	\$10.00
1 flat @ \$10.00	
Pepper	\$7.50
15 x \$0.50	
Blueberries	\$12.00
3x 1b @\$4.00	
Tax Exempt	\$0.00
Total	\$39.50
Credit	\$39.50
Amt Due	\$0.00
Clerk 0020	

*If an invoice is handwritten, please ensure the same information as above is collected.