# Vendor Invoice

*This document serves as an official invoice provided by a goods or service supplier to your retail or e-commerce business. It outlines delivered items, quantity, agreed prices, and payment details.*

## Vendor Information

**Vendor Name:** {vendorName}

**Vendor Address:** {vendorAddress}

**Contact Person:** {vendorContactPerson}

**Email:** {vendorEmail}

**Phone:** {vendorPhone}

## Invoice Details

**Invoice Number:** {invoiceNumber}

**Invoice Date:** {invoiceDate}

**Due Date:** {dueDate}

**Payment Terms:** {paymentTerms}

## Bill To

**Company Name:** {billingCompany}

**Address:** {billingAddress}

**Contact:** {billingContact}

## Line Items

|  |  |  |  |
| --- | --- | --- | --- |
| **Item Description** | **Quantity** | **Unit Price** | **Total** |
| {#items}{description} | {quantity} | {unitPrice} | {total}{/items} |

### Subtotal: {subtotal}

{#hasTax}

### Tax ({taxRate}%): {taxAmount}

{/hasTax}

### **Total Amount Due:{grandTotal}**

## Notes

{invoiceNotes}

{^hasTax}

Note: This invoice does not include tax and is considered tax-exempt.

{/hasTax}

## Payment Instructions

**Payment Method:** {paymentMethod}

**Bank Name:** {bankName}

**Account Number:** {accountNumber}

**SWIFT/BIC:** {swiftBic}

*Thank you for your business.*