



Carpe Data  
 5563 Calle Ocho  
 Carpinteria CA 93013

Accounts Payable  
 11 by Seventeen  
 2538 22nd Street Suite A4  
 Opa City WI 54956

Date: June 10, 2013  
 Invoice # **987654366**  
 Purchase Order # 123456  
 Our Job # 10137-13  
 Sales # 01  
 Customer # 36805

**INVOICE**

92,400 JOBZ! Web Site Example Job. "Commercial" Work Type Part# 113-0023-A  
 8 page plus cover brochure with flap on inside back cover

Versions Label this field anything you like, and enter whatever you need to, depending on the job. This is part of the specifications and appears on all subsequent workflow documents.



90,000	Copies as quoted @	\$102,466.00
2,400	Additional/less copies @ \$98.00 /M	\$235.20
	Customer Alterations per memo 5/2/2013 to Paige Turner	\$1,775.00
	A chargeable item not already included in the quote or AC's	\$195.00
	Additional item two	\$180.00
	Something else	\$400.00
	A fourth charge for something additional to the quote	\$99.00
	One final thing	\$123.00
	+ Mailing	\$777.00
	Subtotal	\$106,250.20
	Freight	\$300.00
	Tax	\$9,031.27
	<b>Invoice Total</b>	<b>\$115,581.47</b>
	Paid	\$50,000.00
	<b>Balance Due</b>	<b>\$65,581.47</b>

Terms of sale: Net, cash, 30 days from date of invoice on approved credit.

By the way, you can even choose to invoice in a foreign currency.

This document summarizes the way the job was described as it went through the sales and production cycle, including Author's Changes and Mailing charges specified in the Mailing workflow.