



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

PRO-FORMA 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 |
| | Invoice Total | \$106,250.20 |

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.