INVOICE #: 45721364

Jane Doe Template

Saturday, December 20, 2025

INVOICE

ACCOUNT: jane
CONTACT: jane doe
EMAIL: nothing@gmail.com
PHONE: 555-555-5555
BILLING ADDRESS: 555 main street
nowhere, TX 55555
ADDRESS: 109 Metcalf St Conroe, Texas 77301

SALES MANAGER: Tiffany Gilmore (CBS)
EMAIL: tiffany@chefbservices.com
PHONE: (936)-213-0147

VENUE RENTAL

Qty		Price	Total
1	**Timberline Crossing**	$5,700.00	$5,700.00

FOOD

Qty		Price	Total
100	**Buffet Menu**	$60.00	$6,000.00

1 Passed hors d' oeuvre
2 Protein
1 Starch
1 Vegetable
Dessert
Glassware, China, Silverware

BEVERAGE

Qty		Price	Total
100	**Basic Alcohol Package**	$45.00	$4,500.00

Basic Tier Alcohol & Bar Glassware Included

RENTAL ITEMS

Qty		Price	Total
100	**Rentals**	$16.00	$1,600.00

Tables
Chairs
Table Linen
Napkin Linen
Small Table Centerpieces

			Total
Food & Beverage			$6,000.00
Staff			$880.00
Other Charges			$1,600.00
Liquor			$4,500.00
Venue Rental			$5,700.00
Subtotal			$18,680.00
Sales Tax	8.25%		$1,401.02
Admin Fee	15.0%		$2,802.00
Credit Card Processing Fee	4.0%		$747.20
Gratuity			$0.00
Service Charge	20.0%		$1,376.00
F&B Minimum	Total -$0.00 Met		$0.00
Grand Total			$25,006.22
Deposit (Due 2/3/2025)		Unpaid	$6,251.56
2nd Payment (Due 10/28/2025)		Unpaid	$12,503.11
Final Balance Due			**$25,006.22**