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INVOICE

Invoice No.
Date
Due Date
P.O. Number
Job / Project Name

BILL TO

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SHIP TO / DELIVERY POINT

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JOB SPECIFICATIONS

PAPER STOCK / WEIGHT

DIMENSIONS / TRIM SIZE

BINDING / FINISHING

INK / COLORS (PMS/CMYK)

PAGE COUNT / FORMAT

COATING / LAMINATION

PAYMENT TERMS & INSTRUCTIONS

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Subtotal

Tax / VAT

Shipping & Handling

Total Due

AUTHORIZED SIGNATURE

CUSTOMER ACCEPTANCE SIGNATURE