

# CUSTOMIZE YOUR INVOICE

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HERE for a Useful Tip!

## Type Company Information Here...

Company Name	John A. Sullivan Electrical Contractor	Phone	973-334-0291
Address	P.O. Box 301	Fax	Fax Number
City	Boonton		
State	New Jersey		
ZIP Code	07005		

## Specify Default Invoice Information Here...

1st Tax Name	New Jersey	Credit Cards Accepted
Rate	6.00%	Credit Card #1
<input checked="" type="checkbox"/> Apply tax on local purchases only.		Credit Card #2
2nd Tax Name		Credit Card #3
Rate		
<input type="checkbox"/> Apply tax on local purchases only.		Shipping Charge
<input type="checkbox"/> Share invoice numbers on network.		Counter Location
Template Wizard Database		c:\program files\microsoft office\office\library\invdb.xls

## Formatted Information

	<b>John A. Sullivan Electrical Contractor Inc.</b> P.O. Box 301 Boonton, New Jersey 07005 973-334-0291	
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John A. Sullivan Electrical Contractor Inc.  
1 Pepe Road SAMS # 7M1Y8  
Boonton, New Jersey 07005  
973-334-0291 N. J. Electrical License 7785A  
Email [jasullivanelect@gmail.com](mailto:jasullivanelect@gmail.com)

## INVOICE

## Customer

Name	CMI Management Inc.
Address	Attn. Steve Miller
City	5285 Shawnee Road
Phone	Alexandria, VA. 22312

Date 2/14/2019  
Order No. \_\_\_\_\_  
Rep \_\_\_\_\_

Qty	Description	Unit Price	TOTAL
1	<p><b>Billing for Orangeburg USARC Slide Gate Repairs</b>  <b>123 Route 303, Orangeburg, N.Y. 10962</b></p> <p>Remove faulty Hydraulic roller Assemblies, remove 30 feet of damaged slide rail.</p> <p>Install New Hydraulic Roller Assemblies, Install 30 Ft of New Aluminum slide driver Rail.</p> <p>Install Start/ Stop slide rail blocks. Set travel limit switch</p> <p>Remove debris from job site</p>		\$2,846.00

## Payment Details

- Cash
- Check
- Credit Card

CC # \_\_\_\_\_  
Expires \_\_\_\_\_

Labor	
Material	
NJ Tax 6.625	
<b>TOTAL</b>	<b>\$2,846.00</b>

Office Use Only

***Please make checks to John A. Sullivan***