Construction Invoice Template

Editable example • Replace the sample quantities, prices, and terms before sending.

From: [Business name and contact]
To: [Customer and billing address]
Job or vehicle: [Address, unit number, or other reference]

Invoice no.: [Number] Issued: [Date] Due: [Date or agreed terms]

Work Performed

Detached Garage — 24x24 Slab-on-Grade

Description	Qty	Unit	Unit price	Amount
Site prep and grading	1	job	$1,500.00	$1,500.00
Concrete slab (4 in., fiber mesh)	576	sf	$8.00	$4,608.00
Framing — walls, trusses, sheathing	1	lot	$4,200.00	$4,200.00
Garage door (16x7 insulated)	1	ea	$1,350.00	$1,350.00
Labor — framing crew, 5 days	5	day	$1,600.00	$8,000.00

Example subtotal $19,658.00
Tax if applicable: [Enter amount]
Payments already received: [Enter amount]
Balance due: [Enter amount]

Notes

[Add payment instructions, the service date, and any approved changes.]

Illustrative prices only. This sample does not represent a quote or bill for actual work.