Pool Service 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

Pool Pump Replacement — Pentair SuperFlo VS

Description	Qty	Unit	Unit price	Amount
Pentair SuperFlo VS variable speed pump	1	ea	$849.00	$849.00
Unions, PVC fittings, and glue	1	set	$45.00	$45.00
Electrical wiring to pump timer	1	job	$120.00	$120.00
Labor — remove old pump, install new	2	hr	$95.00	$190.00

Example subtotal $1,204.00
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.