Roofing 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

30-Square Shingle Tear-Off & Re-Roof

Description	Qty	Unit	Unit price	Amount
Tear-off existing shingles and haul away	30	sq	$85.00	$2,550.00
GAF Timberline HDZ architectural shingles	30	sq	$135.00	$4,050.00
Synthetic underlayment (FeltBuster)	30	sq	$22.00	$660.00
Drip edge and step flashing	1	lot	$480.00	$480.00
Ridge vent (ShingleVent II, 42 LF)	42	lf	$8.00	$336.00
Labor — crew of 4, full install	2	day	$1,800.00	$3,600.00

Example subtotal $11,676.00
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.