[Your Towing Company]

[Street address]
[City, State ZIP]
[Email] · [Phone]

INVOICE

Invoice # **[INV-0001]**
Invoice date **[MM/DD/YYYY]**
Due date **[MM/DD/YYYY]**

BILL TO

[Customer or company name]
[Billing address]
[City, State ZIP]

TOW DETAILS

Vehicle: [year, make, model, plate, VIN]
Pickup: [location] Drop-off: [location]
Date and time: [MM/DD/YYYY, 00:00] PO / motor club #: [optional]

Description	Type	Qty	Unit price	Taxable	Amount
Example: Hook-up fee	Fee	1	$95.00	N	$95.00
Example: Mileage (miles)	Mileage	12	$4.00	N	$48.00
Example: Winching (hours)	Service	1	$150.00	N	$150.00
Example: Storage (days)	Storage	2	$40.00	N	$80.00

PAYMENT DETAILS

Bank transfer / ACH: [Bank name], routing [000000000], account [0000000000]
Check payable to: [Your business name]
Pay online: [your Stripe, PayPal or Venmo payment link]
Please include the invoice number with your payment.

Payment due on release of vehicle.

Subtotal	$373.00
Sales tax (taxable items) (example 6%)	$0.00
Total due (USD)	**$373.00**

NOTES

Sales tax applies only to rows marked Y. Taxability of labor and materials varies by state.
Tow and storage rates may be set by state or local rules.