



McWilliams Secretarial Service, Inc.

Quality, Experience and Competitive Prices...

Tamara McWilliams
6117 N.E. 15th Avenue
Portland, Oregon- 97211

Phone: 503-528-9697
Fax: 503-284-0991
Email: tamaramcwilliams@msn.com
www.mcwilliamssecretarialservice.com

Invoice

Invoice #:
Invoice Date:
Customer ID:

Bill To:

Mailing Address Line 1
Mailing Address Line 2
Mailing Address Line 3
Mailing Address Line 4
Mailing Address Line 5

Ship To:

Shipping Address Line 1
Shipping Address Line 2
Shipping Address Line 3
Shipping Address Line 4

Date	Your Order #	Our Order #	Sales Rep.	FOB	Ship Via	Terms	Tax ID

Quantity	Item	Units	Description	Discount %	Taxable	Unit Price	Total

Subtotal	
Tax	
Shipping	
Miscellaneous	
Balance Due	

REMITTANCE
Customer ID:
Date:
Amount Due:
Amount Enclosed: