|  |  |
| --- | --- |
| [ADD LOGO/IMAGE] | **PARTIAL PAYMENT INVOICE** |
|  |  |  |
| **PAYMENT INFORMATION** |  | **DETAILS** |
| TOTAL BALANCE: [$] |  | DATE: January 14, 2020 |
| DUE NOW: [$] |  | INVOICE NO. [#] |
| PAYMENT [#] OUT OF [#] |  |  |
|  |  |  |
| **FROM** |  | **BILL TO** |
| [COMPANY NAME] |  | [COMPANY NAME] |
| [ATTN] |  | [ATTN] |
| [STREET ADDRESS] |  | [STREET ADDRESS] |
| [CITY, STATE, ZIP CODE] |  | [CITY, STATE, ZIP CODE] |
| [PHONE] |  | [PHONE] |
| [E-MAIL] |  | [E-MAIL] |
|  |  |  |
|  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **DESCRIPTION** | **QTY / HRS** | **FEE / RATE** | **AMOUNT ($)** |
|  |  |  |  |
| **NOTES**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **SUBTOTAL** |  |
| **DISCOUNT** |  |
| **TAX / VAT** |  |
| **TOTAL** |  |

THANK YOU