

Dewey Billem and Howe  
123 Main Street  
AnyTown, KY USA



Sample Invoice

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Invoice

Customer:

Name: Seven Seas Imports  
Address: 90 Wadhurst Rd.  
City: London  
Region:  
Country: UK  
Postal Code: OX15 4NB

Contact: Hari Kumar  
Title: Sales Manager  
Phone: (171) 555-1717  
FAX: (171) 555-5646

Product ID	Product Name	Description	Quantity	Price	Subtotal
31	Longlife Tofu	5 kg pkg.	5	\$10.00	\$50.00
62	Tofu	40 - 100 g pkgs.	10	\$23.25	\$232.50

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Subtotal: \$282.50  
Sales Tax: \$16.95  
Total: \$299.45

For complete instructions on how this sample invoice was created, please read Bob Johnson's article:

["Use this sample spreadsheet to make the most of data validation drop-down lists"](#)

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