HASHMICRO

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INVOICE

Invoice No. ____________

FROM (SELLER)

COMPANY NAME

ADDRESS

TIN

EMAIL

PHONE

BILL TO (BUYER)

COMPANY / NAME

ADDRESS

TIN

EMAIL

PHONE

INVOICE DETAILS

INVOICE DATE

DUE DATE

PAYMENT TERMS

PO NUMBER (IF ANY)

CURRENCY

DESCRIPTION OF GOODS / SERVICES	QTY	UNIT PRICE	DISC. (%)	AMOUNT (₱)

Subtotal

VAT (12%)

Less: Creditable Withholding Tax

TOTAL AMOUNT DUE

PAYMENT INSTRUCTIONS

Bank Name: ____________________________

Account Name: __________________________

Account No.: __________________________

Branch: _______________________________

NOTES & TERMS

Prepared by

Approved by

Received by

FILLED EXAMPLE

HASHMICRO X

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INVOICE

Invoice No. **INV-2026-0091**

FROM (SELLER)	BILL TO (BUYER)	INVOICE DETAILS
COMPANY NAME: Brightwave Solutions, Inc.	COMPANY / NAME: Horizon Retail Corp.	INVOICE DATE: September 14, 2026
ADDRESS: 12F Ayala Tower, BGC, Taguig	ADDRESS: Ortigas Center, Pasig City	DUE DATE: October 14, 2026
TIN: 123-456-789-000	TIN: 987-654-321-000	PAYMENT TERMS: Net 30
EMAIL: billing@brightwave.ph	EMAIL: ap@horizonretail.ph	PO NUMBER (IF ANY): PO-HRC-2026-044
PHONE: +63 2 8888 1234	PHONE: +63 2 7777 5678	CURRENCY: PHP (Philippine Peso)

DESCRIPTION OF GOODS / SERVICES	QTY	UNIT PRICE	DISC. (%)	AMOUNT (₱)
ERP Software Implementation (Phase 1)	1	₱120,000.00	—	₱120,000.00
System Configuration & Data Migration	1	₱45,000.00	—	₱45,000.00
User Training (5 sessions)	5	₱8,000.00	—	₱40,000.00
Annual Support & Maintenance	1	₱36,000.00	10%	₱32,400.00

Subtotal	₱237,400.00
VAT (12%)	₱28,488.00
Less: Creditable Withholding Tax (2%)	(₱4,748.00)
TOTAL AMOUNT DUE	**₱261,140.00**

PAYMENT INSTRUCTIONS

Bank Name: BDO Unibank
Account Name: Brightwave Solutions, Inc.
Account No.: 1234-5678-9012
Branch: BGC Corporate Center

NOTES & TERMS

Payment is due within 30 days of invoice date. A 1.5% monthly interest applies to late payments. This invoice is issued by a VAT-registered entity per BIR regulations.

Prepared by | Approved by | Received by