**[Company name]**

How to use this document: delete this paragraph before saving, sharing, or circulating it. Every part shown in blue is yours to replace: type your own details over each blue [field] until no blue remains. Add or remove table rows to fit your needs. Then select all (Ctrl+A) and set the font colour to the same dark colour throughout. What is left is your finished document.

# Electrician invoice

Professional invoicing for electrician work - clear line items, totals and payment terms.

| | |
|---|---|
| **Invoice number** | [INV-0001] |
| **Invoice date** | [Date] |
| **Bill to** | [Customer name] |
| **Customer address** | [Customer address] |
| **Job site address** | [Full site address] |
| **Job reference** | [Job ref] |
| **Payment due** | [Date, e.g. 14 days] |

## Work carried out

| Description | Qty | Unit price | Amount |
|---|---|---|---|
| Call-out fee - [first hour] | 1 | [£ call-out rate] | [£ amount] |
| Double socket installation - [room] | [qty] | [£ unit price] | [£ amount] |
| [Item, e.g. LED downlights / consumer unit] | [qty] | [£ unit price] | [£ amount] |
| EICR certificate | 1 | [£ fee] | [£ amount] |

## Totals

| | Amount |
|---|---|
| Subtotal | [£ amount] |
| VAT (if applicable) | [£ amount] |
| Total due | [£ amount] |

## Payment details

| | |
|---|---|
| **Pay to** | [Account name, sort code and account number] |

## [Company name]

| | |
|---|---|
| **Payment terms** | [e.g. payment due within 14 days of invoice date] |

### Sign-off

| Name | Signature | Date |
|---|---|---|
| | | |