

FROM

Your Business Name
you@yourbusiness.com

BILL TO

Client Name

ISSUED

Jan 1, 2026

Description	Qty	Unit price	Amount
Preventive maintenance visit — rooftop units	12 units	\$45.00	\$540.00
Pleated air filters, 20×25×2 MERV 8	36 filters	\$9.50	\$342.00
Condenser coil cleaning	12 units	\$85.00	\$1,020.00
Drive belts replaced	4 belts	\$28.00	\$112.00
Subtotal			\$2,014.00
Total			\$2,014.00