

**INVOICE #**

[invoice\_num]

**INVOICE DATE**

[updated\_at;onformat=~date]

**STATUS**

[status]

**INVOICE FROM**

[bill\_from.name]  
[bill\_from.address\_full]

**DUE DATE**

[due\_at;onformat=~date;tz=local]

**TOTAL AMOUNT**

[total\_amount; onformat=~money;]

**INVOICE TO**

[bill\_to.name;noerr]  
[bill\_to.address\_full;noerr]

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | **DESCRIPTION** | **COST** | | | | |
| **[billable\_items.group\_title;block=tbs:row;sub1=(billable\_items);noerr]**   |  |  | | --- | --- | | * [billable\_items\_sub1.label;block=tbs:row;noerr]   [billable\_items\_sub1.description;noerr] | [billable\_items\_sub1.cost;onformat=~money;] | | [billable\_items\_sub1;block=tbs:row;nodata]No billable items. |  | | | | |
| **[billable\_items;block=tbs:row;nodata]No events selected.** | | | |
|  | Sub Total |  | [sub\_total\_amount;onformat=~money;strconv=no] | |
|  | Discount Amount |  | [onshow;block=tbs:row;when [discount\_amount] != ‘’] ([discount\_amount;noerr;onformat=~money;strconv=no;]) |
|  | [taxes.label;noerr] ([taxes.percent;noerr]%) |  | [onshow; block=tbs:row; when [taxes.cost] != 0][taxes.cost;onformat=~money;strconv=no;block=tbs:row;noerr] |
|  | Payment on [payments.created\_at;onformat=~date;noerr] |  | ([payments.amount;onformat=~money;strconv=no;block=tbs:row;sub1=(refunds);noerr])   * [payments\_sub1.amount;block=tbs:listitem;onformat=~money;] refunded on [payments\_sub1.created\_at; onformat=~date;noerr] |
|  | **Total Paid** |  | **[onshow;block=tbs:row;when [paid\_amount]+-0][paid\_amount;onformat=~money;strconv=no;]** |
|  | **[onshow;if [total\_amount] = [outstanding\_balance\_amount]; then ‘Total Due’; else ‘Outstanding Balance’]** |  | **[onshow;block=tbs:row;when [outstanding\_balance\_amount]+-0][outstanding\_balance\_amount;onformat=~money;strconv=no;]** |
|  | | | |
| *Kindly note a [deposit\_percent]% deposit of [deposit\_amount;onformat=~money;strconv=no] is due [onshow; if [deposit\_due\_at] != ‘’; then [deposit\_due\_at;onformat=~date;tz=local]; else ‘immediately’]. [onshow;block=tbs:p;when [deposit\_amount] != ‘’]* | | | |
| [notes] | | | |
| [footer] | | | |