Your Business Name

1 Trade Street, Yourtown, YT1 2AB
hello@yourbusiness.co.uk · 07000 000000
Company no. ________ · VAT no. ________ · Registrations (Gas Safe / NICEIC / etc.)

INVOICE

Invoice no: **2026-041**
Date: ____________
Supply date: ____________

BILL TO

Customer name
Address line 1
Address line 2, Postcode

JOB REFERENCE

Job ref: EICR remedials, 12 High St
Site address (if different)

DESCRIPTION OF WORK / MATERIALS	QTY	UNIT £	TOTAL £
Labour: consumer unit replacement & certification	1	495.00	495.00
Materials: 18th Edition board, SPD, tails	1	287.50	287.50
Labour: remedial works from EICR (C2 items)	6 hrs	48.00	288.00
…add your own lines…			

Subtotal	£
VAT @ 20% (if registered)	£
CIS deduction — 20% of labour (if applicable)	− £
Amount due	**£**

VAT TREATMENT

- Standard supplies: VAT charged at the applicable rate and shown above.
- **Domestic reverse charge (construction services):** where this supply falls within CIS between VAT-registered businesses and the customer is not an end user, VAT is not charged — *“Reverse charge: customer to account for VAT to HMRC.”* VAT rate applicable: 20%.

CIS STATEMENT (WHERE DEDUCTION APPLIES)

- Gross labour value: £____ · Materials (not subject to CIS): £____
- CIS deduction @ 20% / 30%: £____ · Net payable: £____
- Subcontractor UTR: ____________

PAYMENT

- Payment due by: ____________ (14 days from invoice date unless agreed otherwise).
- Bank: ____________ · Sort code: __-__-__ · Account no: ________
- Please quote the invoice number as the payment reference.

Free template from Field Forge — AI-powered quoting & job management for UK trades · fieldforge.io · Generate itemised, priced invoices in under 60 seconds with a 30-day free trial.