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| --- |
| Catering Invoice |
| Invoice #:  |  | **INVOICE FROM** |
| Invoice Date:  |  | [Your Business Logo] |
| Due Date:  |  |  |
|  |  |
| **BILL TO** |  |  |
| [Customer’s Name/Company] |  | [Your Business Name] |
| [Customer’s Address] |  | [Your Business Address] |
| [Customer’s Phone] |  | [Your Phone] |
| [Customer’s Email] |  | [Your Business Email] |
|  |
| **ORDER DETAILS** |
| Event type: |  |  [ ]  | Wedding | [ ]  | Corporate | [ ]  | Birthday |
|  |  |[ ]  Graduation |[ ]  Anniversary |[ ]  Others |
|  |
| Event Date & Time:  |  |  |
| Event Location:  |  |  |
| No. of guests:  |  |  |
|  |
| Order Type: |[ ]  For Pickup |[ ]  For Delivery |[ ]  On-Site Catering |
|  |  |  |  |  |  |  |
|   |
| Description | Quantity | Unit Price | Total |
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| Delivery Fee |  |  |  |
| Setup Fee |  |  |  |
| Service Charge |  |  |  |
| Subtotal |  |  |  |
| Tax |  |  |  |
| **Total Amount Due** |  |  |  |
| [source: www.neworchards.com](https://www.neworchards.com) |