

INVOICE

HVAC invoice template
avoinvoice.com

FROM

Your business name _____

Address _____

Phone · email _____

BILL TO

Client name _____

Client address _____

Phone · email _____

INVOICE #	DATE	DUE DATE
_____	_____	_____
SERVICE ADDRESS	EQUIPMENT (BRAND / MODEL / SERIAL)	LICENSE / EPA 608 #
_____	_____	_____

DESCRIPTION	QTY × RATE	AMOUNT
Diagnostic / service call		
Diagnostic credit (repair approved)		
Part # — description		
Refrigerant — type (lb × \$/lb)		
Labor — task (hours × rate)		
Maintenance plan / tune-up		

NOTES & PAYMENT TERMS

Due on completion. 1-year labor warranty; parts per manufacturer (register equipment within 60 days). Refrigerant billed by weight.

Subtotal

Tax

TOTAL DUE _____