

Car rental invoice

Editable invoice | Enter currency and local tax details

Business	Bill to
Legal name: _____ Address: _____ Contact: _____	Customer / company: _____ Billing address: _____ Contact / PO: _____
Invoice details	Rental details
Invoice number: _____ Issue date: _____ Due date: _____	Rental / vehicle: _____ From: _____ To: _____

Itemized charges

Description	Quantity	Unit rate	Amount
Vehicle rental / 24-hour periods	_____	_____	_____
Delivery service	_____	_____	_____
Other accepted charge	_____	_____	_____
Subtotal			_____
Tax / jurisdiction / taxable basis	_____	_____	_____
INVOICE TOTAL			_____
Advance rental payment received			_____
Other payment / credit			_____
BALANCE DUE			_____

Payment and security record

Payment reference: _____
Approved payment instructions: _____
Security hold / deposit status and reference, separate from charges: _____

Notes and tax scope

Enter applicable tax identifiers, jurisdiction, rate and taxable items. This US-oriented layout is not a jurisdiction-specific tax invoice. Verify all local requirements and arithmetic before issue. Word/PDF fields do not calculate automatically.

Keep the invoice, accepted rental terms and supporting payment records together.