INVOICE

Fictional completed example

Currency: CAD

Business and contact: Example Services, hello@example.com

Customer: Alex Morgan, 200 Sample Avenue

Document number: EX-001

Issue date: 2026-11-24

Due date: 2026-12-24

GST/HST registration: Fictional number, replace before use

PST/QST registration: Fictional number, replace before use

Work completed: Door latch adjusted and shelf secured

Description | Quantity | Rate | Amount

Door latch adjustment | 1 | 60.00 | 60.00

Shelf fixing materials | 1 | 40.00 | 40.00

Subtotal: 100.00

GST 5%: 5.00

QST 9.975%: 9.98

Total CAD: 114.98

Payment instructions and terms: Due 2026-12-24. Verify bank details with issuer.

Both taxes apply to the whole subtotal. Uniform taxable base only. Check applicable tax and registration.

No compliance guarantee.