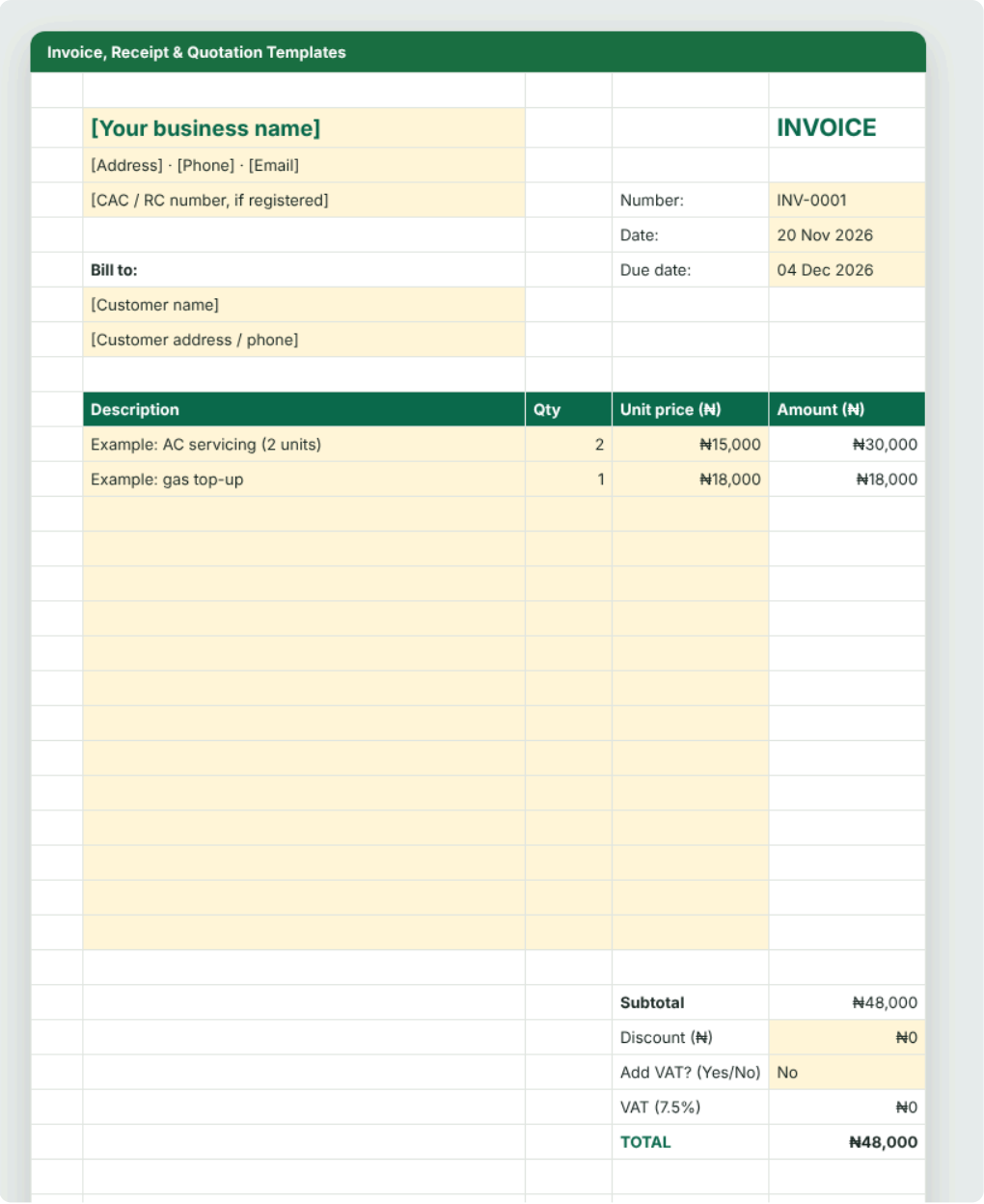
Free preview — Invoice, Receipt & Quotation Templates

These are screenshots of the real spreadsheet with example numbers. Everything in white calculates automatically; you only type in the yellow cells. Works in Excel, Google Sheets and LibreOffice.

Invoice



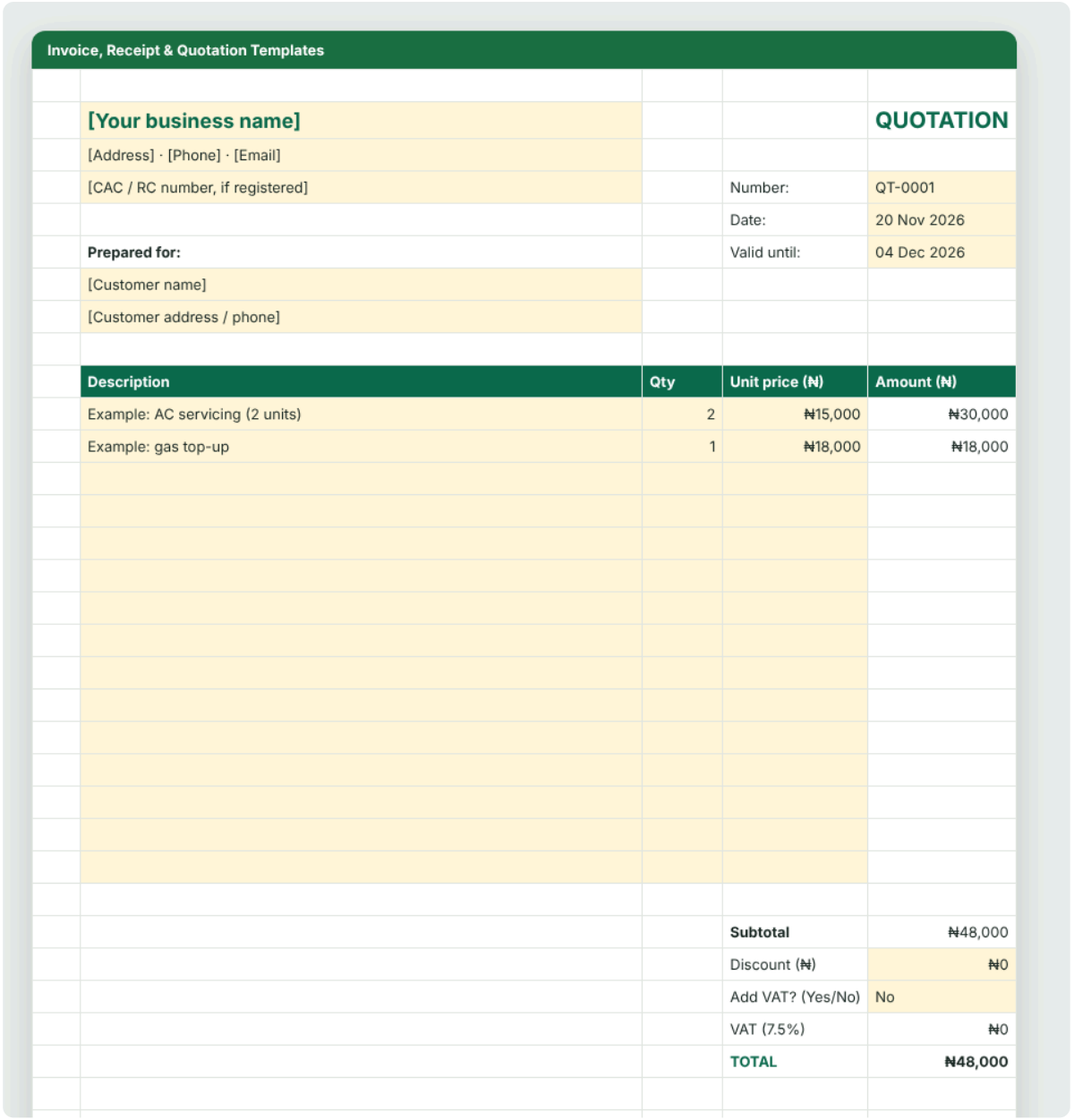
Invoice, Receipt & Quotation Templates

[Your business name]			**INVOICE**
[Address] · [Phone] · [Email]			
[CAC / RC number, if registered]		Number:	INV-0001
		Date:	20 Nov 2026
Bill to:		Due date:	04 Dec 2026
[Customer name]			
[Customer address / phone]			

Description	Qty	Unit price (₦)	Amount (₦)
Example: AC servicing (2 units)	2	₦15,000	₦30,000
Example: gas top-up	1	₦18,000	₦18,000

		Subtotal	₦48,000
		Discount (₦)	₦0
		Add VAT? (Yes/No)	No
		VAT (7.5%)	₦0
		TOTAL	**₦48,000**

Quotation



Invoice, Receipt & Quotation Templates

[Your business name]			**QUOTATION**
[Address] · [Phone] · [Email]			
[CAC / RC number, if registered]		Number:	QT-0001
		Date:	20 Nov 2026
Prepared for:		Valid until:	04 Dec 2026
[Customer name]			
[Customer address / phone]			

Description	Qty	Unit price (₦)	Amount (₦)
Example: AC servicing (2 units)	2	₦15,000	₦30,000
Example: gas top-up	1	₦18,000	₦18,000

Subtotal		₦48,000
Discount (₦)		₦0
Add VAT? (Yes/No)		No
VAT (7.5%)		₦0
TOTAL		**₦48,000**

Get the full spreadsheet

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