

HOTEL INVOICE SHEET 2024																																									
<p><b>Customer Information:</b></p> <p>Name: _____ Address: _____ City: _____ State: _____ Zip: _____</p> <p>Phone: _____ Email: _____</p>																																									
<p><b>Room Information:</b></p> <p>Room Number: _____ Room Type: _____ Rate: _____</p> <p>Check In: _____ Check Out: _____</p>																																									
<p><b>Services and Charges:</b></p> <table border="1"> <thead> <tr> <th>Item</th> <th>Quantity</th> <th>Rate</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Room Charge</td> <td>1</td> <td>100.00</td> <td>100.00</td> </tr> <tr> <td>Tax</td> <td>1</td> <td>10.00</td> <td>10.00</td> </tr> <tr> <td>Breakfast</td> <td>1</td> <td>10.00</td> <td>10.00</td> </tr> <tr> <td>Laundry</td> <td>1</td> <td>10.00</td> <td>10.00</td> </tr> <tr> <td>Room Service</td> <td>1</td> <td>10.00</td> <td>10.00</td> </tr> <tr> <td>Bar</td> <td>1</td> <td>10.00</td> <td>10.00</td> </tr> <tr> <td>Spa</td> <td>1</td> <td>10.00</td> <td>10.00</td> </tr> <tr> <td>Other</td> <td>1</td> <td>10.00</td> <td>10.00</td> </tr> <tr> <td><b>Total</b></td> <td></td> <td></td> <td><b>150.00</b></td> </tr> </tbody> </table>		Item	Quantity	Rate	Total	Room Charge	1	100.00	100.00	Tax	1	10.00	10.00	Breakfast	1	10.00	10.00	Laundry	1	10.00	10.00	Room Service	1	10.00	10.00	Bar	1	10.00	10.00	Spa	1	10.00	10.00	Other	1	10.00	10.00	<b>Total</b>			<b>150.00</b>
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<p><b>Payment Information:</b></p> <p>Payment Method: _____ Amount Paid: _____</p> <p>Balance Due: _____</p>																																									
<p><b>Notes:</b></p> <p>_____</p>																																									

























































































































































































































































































































