

**SAMPLE**

**Invoice # 101**

**INVOICE**

BEST Program  
123 Fake Street  
Anytown, MA 01234

DATE: June 1, 2006

TO: Sudbury Park and Recreation Department

FROM: Your name

---

***BEST Program spring 2006 session***

30 participants x \$50 per participant = \$1,500

**Total Due:** \$1,500

Please make check payable to:

Your Name  
Your Social Security # OR Tax ID #

PLEASE SIGN: \_\_\_\_\_