

Sample Invoice

Contractor Name
Company Name
CA Contractor License #
Business Address
Ph: (###) ###-####
Fax: (###) ###-####
Email: name@domain.com
Website: www.site.com

DATE: (Enter a date)
INVOICE # (100)

TO:

Homeowner
Mailing Address
Phone Number

FOR:

Soft-Story Seismic
Retrofit of House at:
Physical Location
of House

DATE WORK PERFORMED: (Start date/ End date)

ESS Reimbursement to go to: Homeowner Contractor

MATERIALS AND EQUIPMENT

MATERIALS	Steel wide-flanged column	
	Proprietary shear wall	
	Plywood or Oriented Strand Board Sheathing (Number of Sheets and per unit cost)	
	Lumber (2x studs, sills, and blocking)	
	Nails and fasteners	
	Hardware (framing clips and foundation anchors)	
	Anchor bolts (including nuts and washers)	
	Adhesive for Anchor bolts (if required)	
EQUIPMENT	Rented specifically for the project	

SUBTOTAL

Sales Tax

Total Materials and
Equipment

PERMIT AND SERVICE EXPENSES

Labor	Hours, Hourly Rate and Total	
Permit Fee		
Overhead and Profit		

Subtotal Permit and
Service Expenses

Subtotal Materials
and Equipment

TOTAL

AMOUNT PAID

Thank you for your business!