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| --- |
| **Sales Invoice Request Form** |
| **Requester\*** |  | **Request Date\*** |  |
| **Customer Service\*** |  | **Customer Type\*** |  |
| **Type of Service\*** |  | **Contact Person****Invoice Contact Address** |  |
| **Accounts Receivable Subject\*** |  | **Payment Method and Terms** |  |
| **Remarks** |  | **Invoice Mailing** |  |
| **Account Receivable****Items\*** | **Unit Price\*** | **Quantity\*** | **Amount\*** | **Tax\*** | **Total Amount** | **Handling Fee** | **Due Date** | **Invoice and Business Number** | **Invoice Remarks** |
|  |  |  |  |  |  |  |  |  |  |
| **Total Invoice Amount** |  |  |  |  |  |