

INVOICE

INVOICE REMINDER

QUOTE

Your Name Taxi				
Invoice To: Customer Name Customer's email Customer's phone Customer's Postcode Customer's Tel	Invoice From: Your company Name Your email Your phone Your Postcode Your Tel			
Date				
Invoice No.				
Description	From	To	Price	Total
			£5.00	£50
			£5.00	£50
Please make cheques payable to: YourName Services and send to your address			Subtotal	£100.00
			Amount Due	£100.00
Other Information				
Thank You For Your Custom				

Your Name Taxi				
Invoice To: Customer Name Customer's email Customer's phone Customer's Postcode Customer's Tel	Invoice From: Your company Name Your email Your phone Your Postcode Your Tel			
Date				
Invoice No.				
Invoice Reminder				
Description	From	To	Price	Total
			£5.00	£50
			£5.00	£50
Please make cheques payable to: YourName Services and send to your address			Subtotal	£100.00
			Amount Due	£100.00
Other Information				
Thank You For Your Custom				

Your Name Taxi				
Quote To: Customer Name Customer's email Customer's phone Customer's Postcode Customer's Tel	Quote From: Your company Name Your email Your phone Your Postcode Your Tel			
Date				
Quote No.				
Quote is valid for 30 days from the above date.				
Description	From	To	Price	Total
			£40.00	£200
			£40.00	£200
Please make cheques payable to: YourName Services and send to your address			Subtotal	£200.00
			Amount Total	£200.00
Other Information				
The customer has agreed to the above quote and payment terms. Signed: _____ Date: _____				
This agreement may be terminated at any time.				
Thank You For Your Custom				

WORK ORDER

Your Name Taxi	
Location of pick up	Work Order
	Order Date:
	Tel. No.:
	Location:
Start/Finish:	
JOB DESCRIPTION:	REQUIRED:
TIME REQUIRED:	TOTAL: £
DESCRIPTION	

LETTER HEADING

Your Name Taxi			
Your company Name Your email Your phone Your Postcode Your Tel			

WEEKLY DIARY

CALENDAR

Your Name **Taxi**

Monday	Date	Week bookings
08.00 AM		
09.00 AM		
10.00 AM		
11.00 AM		
12.00 PM		
01.00 PM		
02.00 PM		
03.00 PM		
04.00 PM		
05.00 PM		
06.00 PM		

YOUR NAME HERE

Jan 12	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 1	1	2	3	4	5	6	7
Week 2	8	9	10	11	12	13	14
Week 3	15	16	17	18	19	20	21
Week 4	22	23	24	25	26	27	28
Week 5	29	30	31				

AND

MORE

<p>YOUR NAME Receipt Journey Details To.....From..... Date.....Fare f.....</p> <p>★ TEL:01685 822593 ★</p>	<p>YOUR NAME Receipt Journey Details To.....From..... Date.....Fare f.....</p> <p>★ TEL:01685 822593 ★</p>
<p>YOUR NAME Receipt Journey Details To.....From..... Date.....Fare f.....</p> <p>★ TEL:01685 822593 ★</p>	<p>YOUR NAME Receipt Journey Details To.....From..... Date.....Fare f.....</p> <p>★ TEL:01685 822593 ★</p>
<p>YOUR NAME Receipt Journey Details To.....From..... Date.....Fare f.....</p> <p>★ TEL:01685 822593 ★</p>	<p>YOUR NAME Receipt Journey Details To.....From..... Date.....Fare f.....</p> <p>★ TEL:01685 822593 ★</p>
<p>YOUR NAME Receipt Journey Details To.....From..... Date.....Fare f.....</p> <p>★ TEL:01685 822593 ★</p>	<p>YOUR NAME Receipt Journey Details To.....From..... Date.....Fare f.....</p> <p>★ TEL:01685 822593 ★</p>

YOUR NAME **Taxi**

Receipt
Journey Details
To.....From.....
Date.....Fare £.....

★ TEL:01685 822593 ★

AIRPORT RUNS
SCHOOL RUNS
NIGHT & OUT
HOSPITAL TRIPS

Best Value

Works with windows xp/vista/Seven 7



OpenOffice.



delivery by



on one Cd



**Customising your templates at home
Print out your templates - When you need them**

Shipment And Handling

This item will normally be sent out via Royal Mail 1st Class Delivery.

On receipt of your payment, we usually ship the same day the latest is the next working day (we do sleep sometimes!).

For international purchases, please contact us for advise.

Pay Instantly With Your Debit Or Credit Card Through PayPal



PayPal



If there are any problems, please contact us and let us know so that we can work with you to resolve them.

Disclaimer: © Copyright **2012** KLG design

The copyright of this disc and its contents is owned by KLG design Copying, redistribution and the re sale of these templates is strictly prohibited. The buyer of this pack is free to use the templates (on a non-exclusive basis) to help run and promote their business.

All rights reserved. No part of this publication may be reproduced, copied or stored electronically without the permission of the publisher.

**NOT WHAT YOUR
LOOK FOR
CHECK OUT MY OTHER
TEMPLATES**

