INVOICE

Invoice number: [INVOICE NUMBER] Invoice date: [DATE] Terms: [PAYMENT TERMS, e.g. NET 30]

Carrier

[CARRIER LEGAL NAME] DBA: [DBA, if any]

MC number: [MC NUMBER] USDOT number: [DOT NUMBER]

Address: [ADDRESS] Phone: [PHONE] Email: [EMAIL]

Bill to

[BROKER OR SHIPPER LEGAL NAME]

Address: [ADDRESS] Attention: [ACCOUNTS PAYABLE CONTACT]

Load

Broker load or reference number: [LOAD NUMBER] Rate confirmation date: [DATE]

Pickup: [SHIPPER NAME], [CITY, STATE], on [DATE]

Delivery: [RECEIVER NAME], [CITY, STATE], on [DATE]

Equipment: [TRAILER TYPE] Commodity: [COMMODITY] Weight: [WEIGHT] Miles: [MILES]

Charges

Line-haul rate: $[AMOUNT]

Fuel surcharge: $[AMOUNT]

Detention: [HOURS] hours at $[RATE] per hour = $[AMOUNT]

Lumper (receipt attached): $[AMOUNT]

Other accessorials ([DESCRIBE]): $[AMOUNT]

Total due: $[TOTAL]

Remit to

[CARRIER LEGAL NAME, or FACTORING COMPANY LEGAL NAME if this invoice has been factored]

Address: [REMITTANCE ADDRESS] ACH: [BANK NAME], routing [ROUTING NUMBER], account [ACCOUNT NUMBER]

[If factored:] This invoice has been assigned to [FACTORING COMPANY LEGAL NAME]. Pay only to [FACTORING COMPANY LEGAL NAME] at the address above.

Attached: signed bill of lading or proof of delivery, rate confirmation, and receipts for lumper and other reimbursable charges.