FIELDFORMS PRO

Locksmith Service Invoice

Record the approved work, itemized charges, and payment for one service call.

Service call

Invoice number

Service date

Job type

Business or locksmith name

Business address and contact

Technician name

Business and technician license nos., if applicable

Customer name

Customer phone or email

Service address and unit

VIN, if automotive

Service requested

Lock or hardware serviced

Customer authorization

ID check and right to authorize (who checked, ID type, and evidence of authority)

Quoted work

Approved quote ($)

I own the property or vehicle or am authorized to request this service. I approve the quoted work and price.

Customer authorization signature

Authorization date

If the scope or price changes, have the customer approve the revised work and total before proceeding.

Approved changes, if any

Revised approved quote ($)

Customer approval of change

Change approval date

Work and charges

Work performed, follow-up, or warranty

Charge description	Qty / hours	Unit price ($)	Line amount ($)

Tax and payment

Subtotal ($)

Taxable amount ($)

Sales tax rate (%)

Sales tax ($)

Invoice total ($)

Amount paid ($)

Payment method

Balance due ($)

Enter amounts in USD. Calculate line amounts, subtotal, tax, and balance manually. Attach additional charge rows as needed.

Sign before beginning work. Sign by hand or use your electronic signing process.