

Take a look at our invoice example to help you set up your invoices for efficient payments.

1. Your company logo or name
2. Your ABN
3. Company name and postal address
4. Contact details
 - a. Phone number
 - b. Email address
5. Participant's first and last name
6. Participant's NDIS number and contact details if available
7. Invoice number
8. Invoice date
9. Support item number
10. Support date
11. Support description
12. Quantity
13. Unit price inclusive of GST
14. Total
15. Grand total
16. Your bank details
 - a. Name
 - b. BSB
 - c. Account number

