発行日：令和　　年　　月　　日

請求書番号：

請求書

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | 様 |  | | | | | | | |
| 社名： | | | | | | | |
|  | |  | 住所：〒　　　− | | | | | | | |
| 下記の通り、ご請求申し上げます。 | | |  | | | | | | | |
|  | | | 電話番号：　　　−　　　　− | | | | | | | |
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| 件名： | | |  | | | | | | | |
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| 商品番号 | 商品名 | | | 数量 | | | 単価 | | 金額 | |
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| 小計 | | | | | | | | |  | |
| 消費税 | | | | | | | | |  | |
| 合計 | | | | | | | | |  | |
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| 備考： | | | | |  |  | |  | |  |
|  | | | | |  |  | |  | | 担当 |
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|  | | | | |  |
| お振込先： | | | | |  |
| 銀行　　　　支店　普通貯金 | | | | |  |  | |  | |  |