STAPLE & OAK

Cabinet and millwork shop · 92 Third Avenue, Brooklyn, NY 11217
riley@stapleandoak.com · +1 (718) 555-0119 · EIN 45-2210873

INVOICE
No. 20416

DATE	TERMS	ORDER NO.	JOB
May 28, 2025	**Net 15**	**WH-3308**	**Gowanus fit-out**

BILL TO	DELIVER TO
Westhill Construction Riley Thompson · Accounts payable 410 Bond Street, Brooklyn, NY 11231 accounts@westhill.build · +1 (718) 555-0177	**Unit 3, 188 Nevins Street** Brooklyn, NY 11217 · Loading bay off Douglass Site contact: Ava Cruz, +1 (917) 555-0134 Access 7am–3pm, freight lift booked

#	DESCRIPTION	QTY	RATE	AMOUNT
01	Reception desk, 9 ft Solid white oak, blackened steel base, cable management	1	6,400.00	**6,400.00**
02	Wall-mounted shelving units Four bays, 2 in. oak shelves, concealed brackets	4	780.00	**3,120.00**
03	Meeting table, ten seat Book-matched top, 96 × 42 in., trestle base	1	4,250.00	**4,250.00**
04	Bench seating, per linear foot Oak frame, sprung base, wool-blend upholstery	18	165.00	**2,970.00**
05	Door and frame refinishing Stripped, filled and hardwax oiled, two coats	6	240.00	**1,440.00**
06	Delivery and installation Two fitters, one day each, ground and first floor	2	620.00	**1,240.00**
07	Site protection and waste removal Floor board, corner guards, own packing waste taken	1	380.00	**380.00**

RECEIVED IN GOOD ORDER

Sign on delivery. Damage or shortage must be noted here on the day — the shop cannot settle a claim raised after the crew has left the site.

SIGNATURE ____________ PRINT NAME ____________ DATE ____________

Subtotal — 7 lines	19,800.00
Sales tax — NY 8.875%	1,757.25
Deposit received Apr 14	-6,000.00
TOTAL DUE	**$15,557.25**

PAYMENT	TERMS	NOTES
Staple & Oak LLC Dime Community Bank · Routing 226070319 Account 1180 2244 06 · Ref 20416	Net 15 from the invoice date 1.5% a month on overdue balances Title passes on payment in full	Two spare shelf brackets left on site Touch-up oil and a cloth in the desk drawer Twelve-month warranty on all joinery

Detach and return with a cheque — Staple & Oak LLC, 92 Third Avenue, Brooklyn, NY 11217 20416

INVOICE NO.	ACCOUNT	TOTAL DUE	AMOUNT ENCLOSED
20416	**Westhill Construction**	**$15,557.25**	