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| **Microsoft Word HVAC  Construction Lump-Sum  Invoice Template[A blue and white sign  AI-generated content may be incorrect.](https://www.smartsheet.com/try-it?trp=11215&utm_source=template-word&utm_medium=content&utm_campaign=HVAC+Lump+Sum+Construction+Invoice-word-11215&lpa=HVAC+Lump+Sum+Construction+Invoice+word+11215)** | | |
| **Your Logo** |  | **HVAC Construction Lump-Sum Invoice** |

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| **Company Information** | |  |  |  | |
| Company name |  |  | **Invoice number** | |  | |
| Address | Street, City, State ZIP |  | **Invoice date** | |  | |
| Phone | (000) 000-0000 |  | **Payment due date** | |  | |
| Email |  |  | **Work order number** *(if applicable)* | |  | |
| Website |  |  |  | |  | |

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| **Client Information** | |  | **Job Site Address** *(if different from billing address)* | |
| Client name |  |  | Street, City, State ZIP | |
| Business name |  |  |  |  |
| Address | Street, City, State ZIP |  | **Project Description / Scope of Work** | |
| Phone | (000) 000-0000 |  |  | |
| Email |  |  |

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| **Lump-Sum Project Breakdown** | |  | **Additional Costs & Fees** *(if applicable)* | |
| **Work Description** | **Total Cost ($)** |  | **Description** | **Cost ($)** |
| 5-ton HVAC system installation (residential) | $8,500.00 |  | Permit fees | $250.00 |
| Commercial ductwork & ventilation upgrade | $15,750.00 |  | Old unit disposal | $100.00 |
| Energy-efficient heat pump installation | $6,200.00 |  | Change order – additional vent work | $600.00 |
| Thermostat & smart HVAC control system | $1,800.00 |  |  |  |
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| **Total Lump-Sum Project Cost** | **$32,250.00** |  | **Total Additional Costs** | **$950.00** |

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| **Notes** |  |  | **Change** **orders** |  |

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| **Payment Instructions & Terms** | |  |  | |
| Payment due date |  |  | Total Lump-Sum Project Cost | **$32,250.00** |
| Accepted payment methods |  |  | Total Additional Costs  *(if applicable)* | **$950.00** |
| Deposit requirements |  |  | Subtotal |  |
| Late payment policy |  |  | Sales tax (%) |  |
| Warranty information |  |  | Grand total due |  |

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| Client/Owner Signature | Date |  | Authorized HVAC Contractor Signature | Date |
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| *For questions concerning this invoice, please contact* Name, (321) 456-7890, Email Address |
| www.yourwebaddress.com |

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