

Freight Invoice

Carrier / invoice issuer: name, address and contact		Bill to: customer / broker / shipper and address	
Invoice number	Invoice date	Payment due per agreement	
Load number	BOL / PO / customer reference		
Pickup: shipper / origin / date		Delivery: consignee / destination / date	
Commodity / number of packages / weight or measure and units			
Route / participating carriers / transfer points, if any			

Charges

Description / service location	Quantity / basis	Rate \$	Amount \$
Base freight			
Total charges (\$)	Payments / credits (\$)	Balance due (\$)	

Remittance

Remit-to name / address / payment instructions or secure payment reference
Supporting documents / billing notes / remittance or factoring notice reference

Enter agreed charges and verify totals before sending. Include the invoice number with payment and retain the supporting BOL, rate confirmation and receipts.