

Yale School of Drama Costume Collection

149 York Street, New Haven, CT



Sample Invoice

Yale School of Drama
Costume Stock Collection
Elizabeth Beale, Manager

149 York Street, New Haven, CT 06511
[Redacted]

Account	Production Company Name	Renter	Jane Joe
Show Title	A-Very-Cool-Play	Title	Costume Designer
Show Dates	9/24/15-9/26/15	Phone	555-555-5555
Return By	10/7/15 (\$10 a day late fee after this date)	Email	Costumes.are.awesome@gmail.com
PTAEO			

I agree to the terms and conditions of the rental agreement: _____ Date _____

		Transactions				
		Date	Check #	Check Name	Amount	Note
Rental Total:	\$323.00				\$ 150.00	Security Deposit
Value Total:	\$1,365.00				\$ 323.00	Rental Fee 1
Deposit Amount:	\$150.00					Rental Fee 2
						Rental Fee 3
Lost / Damaged Fee:	\$0.00				\$ 323.00	Rental Fee Paid To Date
					\$125	Lost / Damaged Fee

qty	Item	Out Date	Pre-show Return	Post-show Return	Lost/Damaged	Value Each	Value Total	Rental Each	Rental Total
1	Camel drawstring Men's trousers	9/22/2015		10/3/2015		\$ 50.00	\$ 50.00	\$ 10.00	\$ 10.00
4	White canvas denim Men's trousers	9/22/2015		10/3/2015		\$ 50.00	\$ 200.00	\$ 10.00	\$ 40.00
2	Black Men's trousers	9/22/2015		10/3/2015		\$ 50.00	\$ 100.00	\$ 10.00	\$ 20.00
1	Charcoal men's trousers	9/22/2015		10/3/2015	Damaged	\$ 50.00	\$ 50.00	\$ 10.00	\$ 10.00
3	off white women's aprons without bib	9/22/2015		10/3/2015		\$ 55.00	\$ 165.00	\$ 10.00	\$ 30.00
1	white stripped men's pj pants	9/22/2015		10/3/2015		\$ 40.00	\$ 40.00	\$ 10.00	\$ 10.00
4	white women's camis	9/22/2015		10/3/2015		\$ 30.00	\$ 120.00	\$ 10.00	\$ 40.00
2	White skirts	9/22/2015		10/3/2015		\$ 60.00	\$ 120.00	\$ 10.00	\$ 20.00
1	Beige skirt	9/22/2015		10/3/2015		\$ 60.00	\$ 60.00	\$ 10.00	\$ 10.00
1	white blouse: women's	9/22/2015		10/3/2015		\$ 50.00	\$ 50.00	\$ 10.00	\$ 10.00
1	Yellow floral dress	9/22/2015			Lost	\$ 75.00	\$ 75.00	\$ 25.00	\$ 25.00
2	White day dresses	9/22/2015		10/3/2015		\$ 75.00	\$ 150.00	\$ 25.00	\$ 50.00
1	white Chef's Apron	9/22/2015		10/3/2015		\$ 25.00	\$ 25.00	\$ 10.00	\$ 10.00
2	Hospital Gowns	9/22/2015		10/3/2015		\$ 20.00	\$ 40.00	\$ 10.00	\$ 20.00
4	Black Belts: Men's	9/22/2015		10/3/2015		\$ 20.00	\$ 80.00	\$ 3.00	\$ 12.00
1	Brown Belt Men's	9/22/2015		10/3/2015		\$ 20.00	\$ 20.00	\$ 3.00	\$ 3.00
1	Eggshell Belt Men's	9/22/2015		10/3/2015		\$ 20.00	\$ 20.00	\$ 3.00	\$ 3.00