

# Invoice No: 12345

Date: October 15, 2023

To,

[Recipient's Name]  
[Recipient's Address]  
[City, State, ZIP]

Dear [Recipient's Name],

We are writing to inform you that we have issued a new invoice for services rendered. Please find the rectified details below:

## Invoice Details

- **Invoice Amount:** \$1,200.00
- **Due Date:** November 15, 2023
- **Payment Method:** Bank Transfer

We apologize for any inconvenience caused by the discrepancies in the previous invoice and appreciate your understanding.

Thank you for your prompt attention to this matter. If you have any questions, please do not hesitate to contact us.

Sincerely,  
[Your Name]  
[Your Position]  
[Your Company Name]  
[Your Contact Information]