

## 14-0066-EN-How Can I Change the Header of my Invoice an...

Author:  
**ShopFactory**

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1. Download the order receipt.html and order invoice.html files through this link  
<http://download.shopfactory.com/support/invoice-receipt.zip>
  2. Then, open your ShopFactory installation folder, by default, it is on C:Program Files
  3. Open Sales Manager folder
  4. Open Template folder
  5. Create a new folder and name it "User";
  6. Then copy the order invoice.html orderreceipt.html and paste on this folder
- You should be able to see Tax Invoice and Tax Receipt now in the header of your Invoice and Receipt respectively.