

INVOICE



<Your Company Name>
<123 Street Address>
<City, State, Zip/Post Code>
<Phone Number, Email>

DATE

INVOICE NO.

<Payment terms (due on receipt, due in X days)>

BILL TO

<Contact Name>
<Client Company Name>
<Address>
<Phone / Email>

PROJECT

<Project Name>

<Project Description>

DATE	DESCRIPTION	HOURS

TOTAL HOURS0.00

HOURLY RATE\$0.00

TOTAL PRE-TAX\$0.00

TAX RATE0.00%

TOTAL TAX\$0.00

Terms & Instructions

<Add payment instructions, e.g: bank, paypal...>

<Add terms here, e.g: warranty, returns policy...>

Balance Due\$ -