

INVOICE

[Your Newsletter Name]
[Street Address]
[City, State, Zip]
[Email Address]

Invoice #: [00001]
Date: [Date]
Due Date: [Date]

BILL TO:

[Sponsor Company Name]
[Contact Name]
[Address]
[Tax ID/VAT if applicable]

SPONSORSHIP DETAILS:

Newsletter Edition: [Issue Name/Date]
Estimated Reach: [Subscriber Count]
Placement: [Top Header / Mid-Roll / Footer]

Description	Quantity	Unit Price	Total
Newsletter Sponsorship Space - [Size/Type]	[1]	[\$[0.00]]	[\$[0.00]]
[Add-on: Social Media Shoutout]	[0]	[\$[0.00]]	[\$[0.00]]
Subtotal: \$[0.00] Tax (0%): \$[0.00]			
Amount Due: \$[0.00]			

PAYMENT INSTRUCTIONS:

[Bank Name / PayPal / Stripe Link]

[Account Number or ID]

[Routing / SWIFT Code]

Thank you for supporting [Newsletter Name]. Please send creative assets to [Email] by [Date].