

INVOICE

Invoice #: [000]

Date: [Date]

INSTRUCTOR

[Full Name]
[Email Address]
[Phone Number]

BILL TO

[Client Name / School]

[Department]

[Address / Email]

PLATFORM / COURSE

[Course Name/ID]

[Learning Management System]

[Term/Semester]

Description	Units (Hrs/Sessions)	Rate	Amount
[Live Instruction / Webinar Delivery]	[0.0]	[\$[0.00]]	[\$[0.00]]
[Curriculum Development / Prep]	[0.0]	[\$[0.00]]	[\$[0.00]]
[Grading & Student Assessments]	[0.0]	[\$[0.00]]	[\$[0.00]]

Total Balance Due: \$[0.00]

PAYMENT INSTRUCTIONS

Payment Method: [PayPal/Zelle/Bank Wire]

Account Info: [Details]

Due Date: [Net 15/30]