

[LAW FIRM NAME]

Intellectual Property Counsel
[Address Line 1]
[City, State, Zip]
[Email/Phone]

INVOICE

Invoice #: [00000]
Date: [Date]
Matter ID: [Case/Reference #]

Client:
[Client Name]
[Company Name]
[Address Line 1]
[City, State, Zip]
Matter Description:
[e.g., Patent Prosecution: Project Alpha]
[e.g., Trademark Infringement Litigation]

Date	Professional	Description of Services / Disbursements	Hours	Rate	Amount
[Date]	[Initials]	Prior art search and patentability analysis.	[0.0]	[\$[0.00]]	[\$[0.00]]
[Date]	[Initials]	Drafting USPTO Response to Office Action.	[0.0]	[\$[0.00]]	[\$[0.00]]
[Date]	-	USPTO Filing Fee (Disbursement)	-	-	[\$[0.00]]

Professional Fees: \$[0.00]
Disbursements: \$[0.00]
Total Due: \$[0.00]

Payment Instructions:

Please make all checks payable to "[Law Firm Name]".
Wire Transfer: [Bank Name] | Account: [Number] | Routing: [Number]

Terms: Net 30 days. Late payments may be subject to interest as permitted by local bar regulations.