

[Agency Name]

[Street Address]
[City, State, Zip]
[Email/Phone]

INVOICE

Invoice #: _____

Date: _____

Billed To:

[Client Name]
[Client Company]
[Client Address]

Project/Website:

[Domain Name/Campaign]

SEO SERVICE DESCRIPTION	QUANTITY / HOURS	RATE	TOTAL
On-Page Optimization & Technical Audit			
Keyword Research & Strategy			
Content Creation & Blog Writing			

SEO SERVICE DESCRIPTION	QUANTITY / HOURS	RATE	TOTAL
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Backlink Building & Outreach

Monthly Analytics Reporting

Subtotal: \$ _____

Tax (___%): \$ _____

Total Due: \$ _____

Payment Terms:

Please remit payment within 15 days of invoice date. Bank transfer info: [Account Details]

Notes:

Thank you for your business. SEO results typically manifest over a 3-6 month period.