

INVOICE

[Your Agency Name]
[Address Line 1]
[City, State, Zip]

Invoice #: [0001]
Date: [MM/DD/YYYY]
Due Date: [MM/DD/YYYY]

BILL TO

[Client Business Name]
[Contact Name]
[Client Address]
[Client Email]

CAMPAIGN DETAILS

Project: Local SEO Monthly Retainer
Target Location: [City/Region]
Billing Period: [Month, Year]

Service Description	Qty/Hrs	Rate	Amount
Google Business Profile Optimization & Posting	1	\$0.00	\$0.00
Local Citation Building & NAP Cleanup	1	\$0.00	\$0.00
On-Page Local Keyword Optimization	1	\$0.00	\$0.00

Service Description	Qty/Hrs	Rate	Amount
Review Management & Strategy	1	\$0.00	\$0.00

Subtotal: \$0.00
Tax (0%): \$0.00
Total Due: \$0.00

Payment Instructions: Please make checks payable to [Your Agency Name] or pay via [Preferred Payment Method].

Notes: Monthly performance report for the local map pack ranking is attached to this invoice.