

# INVOICE

Production Company Name  
Address Line 1  
City, State, Zip

**Invoice #:** \_\_\_\_\_  
**Date:** \_\_\_\_\_  
**Due Date:** \_\_\_\_\_

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## Client / Agency:

Name/Company  
Address Line 1  
City, State, Zip  
Contact Person

## Project Details:

**Project Title:** \_\_\_\_\_  
**Production Dates:** \_\_\_\_\_  
**PO Number:** \_\_\_\_\_

Description (Labor/Gear/Exp)	Quantity/Days	Rate	Amount
Pre-Production / Planning			
Principal Photography			
Equipment Rental Package			
Post-Production (Edit/Grade/Sound)			

**Description (Labor/Gear/Exp)**

**Quantity/Days**

**Rate**

**Amount**

Travel / Expendables / Misc

Subtotal: \$ \_\_\_\_\_

Tax (%): \$ \_\_\_\_\_

Total Due: \$ \_\_\_\_\_

**Payment Instructions:**

Bank Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

Routing/Swift: \_\_\_\_\_

Checks payable to: \_\_\_\_\_