

INVOICE

Copywriting Services

INVOICE #

[000]

DATE

[Month DD, YYYY]

FROM [Your Name/Studio Name]

[Mailing Address]

[Email Address]

[Phone Number]

BILL TO [Client Company Name]

[Client Contact Name]

[Client Address]

[Client Email]

PROJECT / CAMPAIGN	QUANTITY/HOURS	RATE	AMOUNT
[Project Name - e.g., Fall Social Campaign]	[00]	[\$[00.00]	[\$[00.00]
[Deliverable - e.g., Website Landing Page Copy]	[00]	[\$[00.00]	[\$[00.00]
[Deliverable - e.g., Email Sequences]	[00]	[\$[00.00]	[\$[00.00]

Subtotal: \$[00.00]

Tax: \$[00.00]

Total Due: \$[00.00]

PAYMENT INSTRUCTIONS

Please remit payment within [15/30] days via [Bank Transfer/PayPal/Check].

Account Name: [Your Name]

Account Number / IBAN: [00000000000]

Thank you for your business!