INVOICE

#INV-001

[Agency/Name]
[Address Line 1]
[City, State, Zip]
[Email/Phone]

BILL TO:

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

INVOICE DATE:

[Date]

RETAINER PERIOD:

[Start Date] - [End Date]

Description	Qty/Hours	Rate	Amount
Monthly Social Media Retainer Content Creation, Scheduling, & Community Management	1	$0.00	$0.00
Paid Ad Management Fee Campaign optimization and reporting	1	$0.00	$0.00
Additional Content Shoots On-site photography/videography hours	0	$0.00	$0.00

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

Payment Instructions

Please make payment via Bank Transfer or Credit Card by [Due Date].

Bank: [Bank Name] | **Account:** [Number] | **Routing:** [Number]