

RECURRING INVOICE

[Your Agency Name]
[Street Address]
[City, State, Zip]

Invoice #: [000-00]
Date: [Date]
Cycle: [Monthly/Quarterly]

Bill To:

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

Billing Period:

[Start Date] to [End Date]

Description	Quantity/Hours	Rate	Amount
Content Strategy & Planning (Monthly Retainer)	1	\$0.00	\$0.00
Editorial Calendar Management	1	\$0.00	\$0.00
SEO Research & Keyword Analysis	[Qty]	\$0.00	\$0.00
Content Brief Production	[Qty]	\$0.00	\$0.00

Subtotal: \$0.00

Tax (0%): \$0.00

Total Amount Due: \$0.00

Payment Terms: [Net 15/Upon Receipt]

Notes: This is a recurring charge for ongoing content strategy services. Please contact [Contact Name] for billing inquiries.