

INVOICE

[Expert Name/Firm]

[Address Line 1]

[City, State, Zip]

[Email/Phone]

Invoice #: [000001]

Date: [MM/DD/YYYY]

Billing Period: [Date] - [Date]

CLIENT / PAYOR

[Client Name]

[Firm Name]

[Address Line 1]

[City, State, Zip]

CASE REFERENCE

Matter: [Case Name/Ref #]

Account: Retainer Billing

DESCRIPTION	HOURS/QTY	RATE	AMOUNT
[Retainer Replenishment / Monthly Retainer Fee]	1.0	\$0.00	\$0.00
[Additional Consultation Hours - Applied to Retainer]	0.0	\$0.00	\$0.00
[Expenses / Filing Fees]	-	-	\$0.00
<hr/>			
Subtotal: \$0.00			
Retainer Balance Applied: (\$0.00)			
Amount Due: \$0.00			

PAYMENT INSTRUCTIONS

Please make checks payable to **[Expert Name/Firm]**.

For Wire/ACH: [Bank Name] | Routing: [000000000] | Account: [0000000000]

Thank you for your business. Terms: Net [30] Days.