

INVOICE

RECURRING RETAINER

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

BILL TO:
[Client Name]
[Client Company]
[Client Address]
[Client Email]

Invoice #: [0001]

Billing Period: [Month, Year]

Date: [Current Date]

Due Date: [Due Date]

Description	Qty/Hours	Rate	Amount
Monthly Retainer: [Service Tier Name] Ongoing strategy, management, and support	1	\$0.00	\$0.00
Additional Credits/Overage [Description of extra work]	0	\$0.00	\$0.00

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

Payment Terms:

Please pay by [Due Date]. Automatic recurring billing is active via [Credit Card/ACH].

Thank you for your continued partnership.