

INVOICE

RECURRING RETAINER

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

BILL TO

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

DETAILS

Invoice #: [000]
Date: [Date]
Period: [Start Date] - [End Date]
Due Date: [Date]

DESCRIPTION OF SERVICES	QTY	RATE	AMOUNT
Monthly Marketing Retainer Strategy, SEO monitoring, & social media management	1	\$0.00	\$0.00
Additional Consulting Hours Over-cap campaign optimization	[0]	\$0.00	\$0.00

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

Notes:

This is a recurring monthly invoice. Payments are due within [Number] days of the invoice date. Late payments may be subject to a [0%] fee.

Payment Methods:

Bank Transfer: [Account Info] | Check: Payable to [Name]