

SEO AGENCY NAME

INVOICE NUMBER

#INV-0000

DATE ISSUED

[Month] [Day], [Year]

FROM

Agency Entity Name
Street Address
City, State, Zip
email@agency.com

BILL TO

Client Company Name
Attention: Contact Name
Street Address
City, State, Zip

SERVICE DESCRIPTION	CYCLE	RATE	AMOUNT
Monthly SEO Retainer On-page optimization, backlink building, & technical monitoring	Recurring	\$0.00	\$0.00
Content Strategy & Production 4x SEO-optimized blog posts per month	Recurring	\$0.00	\$0.00
Reporting & Analytics Monthly performance review and ranking updates	Included	\$0.00	\$0.00

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

NOTES & PAYMENT TERMS

This is a recurring monthly invoice. Payment is due within 15 days of the invoice date. Please make checks payable to Agency Entity Name or use the electronic payment link provided in your portal.