

[LANDSCAPING COMPANY NAME]

[Street Address]
[City, State, Zip]
[Phone Number / Email]

RETAINER INVOICE

BILL TO:

[Client Name]
[Client Address]
[Client Phone / Email]

Invoice #: [00000]
Date: [Date]
Retainer Period: [Month, Year]
Due Date: [Date]

Service Description	Hours/Qty	Rate	Amount
Monthly Landscape Maintenance Retainer (Scheduled Care)	1	\$0.00	\$0.00
Lawn Care, Edging, and Seasonal Pruning Allowance	-	-	\$0.00
Irrigation System Monitoring & Adjustments	-	-	\$0.00

Subtotal: \$0.00
Tax: \$0.00
Total Retainer Due: \$0.00

Terms & Instructions:

Retainer payments are due at the first of each month to guarantee service scheduling. Additional materials or out-of-scope tasks will be billed separately. Please make checks payable to **[Company Name]**.