INVOICE

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

Invoice #: [00000]
Date: [Date]
Period: [Start Date] - [End Date]

BILL TO:

[Client Name]
[Client Company]
[Street Address]
[City, State, Zip]

PROJECT REFERENCE:

Project: [Project Name/Title]
PO Number: [PO #]
Payment Stage: [e.g., Progress Payment #2]

Description of Services / Milestones	Completion %	Contract Value	Amount Due
[Phase Name or Deliverable Description]	[00]%	$[0.00]	$[0.00]
[Phase Name or Deliverable Description]	[00]%	$[0.00]	$[0.00]
Subtotal:			$[0.00]

Less Previous Payments:	($[0.00])
Tax ([0]%):	$[0.00]
Current Amount Due:	**$[0.00]**

Payment Terms: [Net 30 Days]

Wiring/Payment Instructions: [Bank Name] | [Account Number] | [Routing Number]