

INTERIM FEE INVOICE

Invoice #: [0000]

Date: [Date]

[Architecture Firm Name]

[Street Address]

[City, State, Zip]

[Email/Phone]

CLIENT

[Client Name]

[Client Address]

[City, State, Zip]

PROJECT DETAILS

Project: [Project Name/Ref]

Phase: [e.g., Schematic Design / Construction Admin]

Period: [Start Date] - [End Date]

DESCRIPTION OF PROFESSIONAL SERVICES	FEE BASIS	% COMPLETE	AMOUNT
[Service/Phase Name] [Brief description of milestones reached]	[Fixed/Hourly]	[0]%	0.00
Reimbursable Expenses [Printing, travel, postage, etc.]	Cost	-	0.00

Subtotal: \$0.00

Tax/VAT ([0]%) : \$0.00

Less Retainage/Previous: (\$0.00)

TOTAL DUE: \$0.00

PAYMENT INSTRUCTIONS

Please make checks payable to **[Firm Name]** or transfer via wire to:
Bank: [Bank Name] | Account: [Number] | Routing: [Number]

Terms: Payment due within [30] days of invoice date.