

[Agency Name]

[Address Line 1]
[Email / Phone]

INTERIM INVOICE

No: [Invoice #]
Date: [Current Date]

Client:

[Client Company Name]
[Contact Person]
[Address]

Project:

[Event Name]
Campaign Phase: [e.g., Pre-Launch / Early Bird]
PO Number: [PO #]

Description of Marketing Services	Hours/Qty	Rate	Amount
Social Media Ad Spend & Management	-	\$0.00	\$0.00
Email Marketing Campaign (Design & Distribution)	-	\$0.00	\$0.00
Content Creation & Graphic Design	-	\$0.00	\$0.00

Description of Marketing Services	Hours/Qty	Rate	Amount
PR & Influencer Outreach Services	-	\$0.00	\$0.00
Subtotal: \$0.00			
Tax (0%): \$0.00			
Total Amount Due: \$0.00			

Payment Terms: Net [30] Days

Bank Details: [Bank Name] | **Account:** [Account #] | **Routing:** [Routing #]

Thank you for your business.