

[STUDIO NAME]

[Address Line 1]
[City, State, Zip]
[Email/Phone]

INTERIM INVOICE

Invoice #: [0000]
Date: [Date]
Project: [Project Name/ID]

CLIENT [Client Name]
[Client Address]
[City, State, Zip]
PROJECT PHASE [e.g., Schematic Design / Procurement Phase]
DUE DATE [Date]

DESCRIPTION	QTY/HOURS	RATE	AMOUNT
[Service/Item Name]	[0.00]	[\$0.00]	[\$0.00]
[Service/Item Name]	[0.00]	[\$0.00]	[\$0.00]
[Reimbursable Expense]	[1]	[\$0.00]	[\$0.00]

Subtotal: [\$0.00]
Tax ([0%]): [\$0.00]
Less Retainer: (\$[0.00])
Total Due: [\$0.00]

PAYMENT INSTRUCTIONS

Please make checks payable to **[Studio Name]** or transfer via [Bank Details/Wire Info].
Note: This is an interim billing for current project progress.