

[AGENCY NAME]

[Studio Address]
[City, State, Zip]
[Email/Website]

INVOICE NUMBER
#INV-000

BILL TO

[Client Name]
[Client Company]
[Client Address]

DETAILS

Date: [Date]
Due Date: [Date]
Project: [Project Name]

DESCRIPTION	HOURS/QTY	RATE	AMOUNT
Brand Discovery & Strategy Market research, audit, and positioning.	-	-	\$0.00
Visual Identity Design Logo system, typography, and color palette.	-	-	\$0.00
Brand Guidelines Digital style guide and usage documentation.	-	-	\$0.00
Subtotal \$0.00			

Tax (0%) \$0.00
Total Amount \$0.00

PAYMENT INSTRUCTIONS

Transfer via [Bank Name] / Account: [Number] / Routing: [Number]
Please include the invoice number as a reference.