

RETAINER INVOICE

[DESIGN FIRM NAME]
[Street Address]
[City, State, Zip]
[Email/Phone]

BILL TO

[Client Name]
[Project Address]
[Client Email]

INVOICE #: [000]
DATE: [Date]
PROJECT: [Project Title]

Description	Amount
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Residential Interior Design Retainer Initial deposit to secure project start date and design services as outlined in the Letter of Agreement. This retainer will be applied to final billing or held as a security deposit.	\$[0.00]
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Total Retainer Due: \$[0.00]

PAYMENT TERMS

Retainer is due upon receipt. Design work will commence following the clearance of funds. Please make checks payable to [Design Firm Name] or pay via [Payment Link/Method].