

# INVOICE

# [Invoice Number]

[Designer/Agency Name]  
[Street Address]  
[City, State, Zip]  
[Email/Phone]

BILL TO: [Client Name]  
[Company Name]  
[Client Address]  
[Client Email]  
PROJECT DETAILS: **Project:** [Logo Design Title]  
**Date issued:** [MM/DD/YYYY]  
**Due Date:** [MM/DD/YYYY]

| Description                     | Quantity/Hours | Rate       | Total      |
|---------------------------------|----------------|------------|------------|
| Logo Design Concept Development | [0]            | [\$[0.00]] | [\$[0.00]] |
| Revisions (Round [X])           | [0]            | [\$[0.00]] | [\$[0.00]] |
| Brand Identity Guidelines (PDF) | [0]            | [\$[0.00]] | [\$[0.00]] |

Subtotal: \$[0.00]

Deposit Paid: - \$[0.00]

Total Balance Due: \$[0.00]

TERMS & CONTRACT REFERENCE:

Payment is due within [X] days of invoice date. Intellectual property rights and final source files will be transferred to the client upon receipt of final payment as per the Logo Design Contract signed on [Date].

PAYMENT METHODS:

[Bank Transfer Details / PayPal / Check Instructions]