

INVOICE

[Your Company Name]
[Street Address]
[City, State, Zip]
[Email / Phone]

Invoice #: [0000]
Date: [MM/DD/YYYY]
Due Date: [MM/DD/YYYY]

BILL TO:

[Client Name]
[Company Name]
[Client Address]
[Project Reference / PO #]

Service Description (CAD/Drafting)	Quantity / Hours	Rate (\$)	Amount (\$)
[Project Component / Sheet Name]	0.0	0.00	0.00
[Revisions / Technical Consultation]	0.0	0.00	0.00
[Plotting / Material Expenses]	0.0	0.00	0.00

Subtotal: \$[0.00]

Tax ([0] %): \$[0.00]

Total Amount Due: \$[0.00]

Payment Terms: [e.g., Net 30 Days]

Payment Instructions: [Bank details or Check payable info]

Thank you for your business.