[FIRM NAME]

[Street Address]
[City, State, Zip]
[Email / Phone]

INVOICE

[Invoice Number]
Date: [MM/DD/YYYY]

CLIENT **[Client Name]**
[Contact Name]
[Client Address]
[City, State, Zip]
PROJECT / REFERENCE [Project Name or Code]
[Purchase Order Number]
Payment Terms: [Net 30]

DESCRIPTION OF SERVICES	HOURS/QTY	RATE	AMOUNT
[Service Description - Line Item 1]	0.00	$0.00	$0.00
[Service Description - Line Item 2]	0.00	$0.00	$0.00

Subtotal $0.00
Tax ([0]%) $0.00
TOTAL DUE $0.00

PAYMENT INSTRUCTIONS

Please make checks payable to **[Firm Name]**.
Wire Transfer: [Bank Name] | Account: [Number] | Routing: [Number]

Thank you for your business.