INVOICE

[Your Agency Name]
[Address Line 1]
[City, State, Zip]

Invoice #: [0000]
Date: [Date]
Due Date: [Date]

BILL TO:

[Client Name]
[Company Name]
[Address Line 1]
[Email Address]

PROJECT:

[Press Release Title / Campaign Name]

Description	Quantity	Unit Price	Amount
Press Release Writing & Optimization	1	$0.00	$0.00
Tier 1 Newswire Distribution (Global/National)	1	$0.00	$0.00
Industry-Specific Trade Media Targeting	[Qty]	$0.00	$0.00

Description	Quantity	Unit Price	Amount
Multimedia Embedding (Image/Video)	[Qty]	$0.00	$0.00
Post-Distribution Analytics Report	1	$0.00	$0.00

Subtotal: $0.00
Tax (0%): $0.00
Total: $0.00

Payment Terms: Net [30] Days. Please make checks payable to [Your Agency Name].

Wire/ACH Instructions: Bank: [Name] | Account: [Number] | Routing: [Number]