

INVOICE

[Consultant Name/Company]
[Address Line 1]
[City, State, Zip]

Invoice #: [00001]
Date: [Month Day, Year]
Period: [Month, Year]

Client:

[Client Name]
[Client Company]
[Client Address]

Payment Terms:
Net [30] Days

DESCRIPTION	HOURS/QTY	RATE	AMOUNT
Monthly Consulting Retainer - [Service Name]	1	\$0.00	\$0.00
Additional Overage Hours (if applicable)	0	\$0.00	\$0.00

Subtotal: \$0.00
Tax: \$0.00
Total Due: \$0.00

Payment Instructions:

Bank Name: [Name] | Account: [Number] | Routing: [Number]
Please make checks payable to: [Consultant Name]