

[ENGINEERING FIRM NAME]

[Street Address]
[City, State, Zip]
[License Number]

INVOICE

Invoice #: [0000]
Date: [Date]
Project ID: [Project-ID]

CLIENT INFORMATION

[Client Contact Name]
[Client Company]
[Address]
[Email/Phone]

PROJECT SCOPE

Project Name: [Project Title]
Location: [Site Address/Parcel]
Phase: [Design / Permitting / Inspection]

Description of Services / Deliverables	Units/Hrs	Rate	Amount
[Site Surveying & Topographic Mapping]	[0.0]	[\$0.00]	[\$0.00]
[Stormwater Management Design]	[0.0]	[\$0.00]	[\$0.00]
[Structural Analysis & Blueprinting]	[0.0]	[\$0.00]	[\$0.00]

Description of Services / Deliverables	Units/Hrs	Rate	Amount
[Reimbursable Expenses: Printing/Permit Fees]	[1.0]	[\$[0.00]]	[\$[0.00]]

Subtotal: \$[0.00]
Tax/VAT: \$[0.00]
Total Due: \$[0.00]

Payment Terms: [Net 30 Days]. Please make checks payable to "[Firm Name]".
Wiring Instructions: [Bank Name] | Account: [Number] | Routing: [Number]

Thank you for your business.