

[Writer Name / Studio]
[Street Address]
[City, State, Zip]
[Email Address]

INVOICE

[00000]
Date: [Date]

BILL TO

[Client Name]
[Company Name]
[Street Address]
[City, State, Zip]

PAYMENT TERMS

Due Date: [Date]
Method: [Bank Transfer/PayPal]

| Description | Quantity | Rate | Amount |
|--|----------|--------|--------|
| Newsletter Edition: [Title/Issue #] Research, drafting, and 2 rounds of revisions. | [1] | \$0.00 | \$0.00 |
| Subject Line A/B Testing & Microcopy Preview text and header optimization. | [1] | \$0.00 | \$0.00 |

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

NOTES

Thank you for your business. Please include the invoice number with your payment.