

[FIRM NAME]

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

INVOICE

No: [0000]
Date: [Date]
Due: [Date]

CLIENT

[Client Name / Company]
[Project Name]
[Client Address]

PROJECT PHASE

[e.g. Schematic Design / Construction Admin]

DESCRIPTION OF SERVICES	RATE/UNIT	QTY/HOURS	AMOUNT
[Service Description]	[\$0.00]	[0.00]	[\$0.00]
[Service Description]	[\$0.00]	[0.00]	[\$0.00]
[Reimbursable Expenses]	[\$0.00]	[1]	[\$0.00]
<hr/> Subtotal \$[0.00]			

Tax ([0]%) \$[0.00]
Total Due \$[0.00]

Payment Terms: [Net 30 / Due upon receipt]

Banking: [Bank Name] | **Account:** [Number] | **Routing:** [Number]

Thank you for the opportunity to design with you.