

PROGRESS INVOICE

[Firm Name]
[Address Line 1]
[Address Line 2]
[License Number]

Invoice #: _____
Date: _____
Period Ending: _____

CLIENT:

[Client Name]
[Contact Person]
[Billing Address]

PROJECT:

[Project Title]
[Project Location/Parcel ID]
Project No: [000-00]

Phase / Scope of Work	Contract Amount	% Complete	Total Earned	Prior Billed	Current Due
Site Investigation & Feasibility	\$	%	\$	\$	\$
Preliminary Grading & Drainage	\$	%	\$	\$	\$
SWPPP & Erosion Control	\$	%	\$	\$	\$
Utility Infrastructure Design	\$	%	\$	\$	\$

Phase / Scope of Work	Contract Amount	% Complete	Total Earned	Prior Billed	Current Due
Final Permitting & Agency Approval	\$	%	\$	\$	\$
Subtotal:	\$				
Reimbursable Expenses:	\$				
Total Amount Due:	\$				

Notes: Payments are due within [30] days of invoice date. Late fees of [1.5%] apply thereafter.

Authorized Signature

Date