

PROGRESS INVOICE

[Your Company Name]
[Address Line 1]
[Email/Phone]

Invoice #: _____
Date: _____
Project ID: _____

BILL TO

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

PROJECT DESCRIPTION

[Project Name / Phase Name]
Contract Type: Fixed Price

Description of Milestone/Phase	Contract Amount	% Complete	Total Earned	Previous Billed	Current Due
[Milestone 1 Description]	\$0.00	0%	\$0.00	\$0.00	\$0.00
[Milestone 2 Description]	\$0.00	0%	\$0.00	\$0.00	\$0.00
Total Earned to Date:					\$0.00
Less Previous Payments:					(\$0.00)
Tax (if applicable):					\$0.00
Balance Due:					\$0.00

PAYMENT TERMS & NOTES

Please remit payment within [X] days. Make all checks payable to [Company Name].
Thank you for your business.