

[ENGINEERING FIRM NAME]

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

INVOICE

Invoice #: _____
Date: _____
Project ID: _____

CLIENT INFORMATION

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

PROJECT DETAILS

Description: _____
Service Period: _____

Service Description / Milestone	Quantity/Hours	Rate/Unit Price	Amount
[Consulting/Design Services]			
[Site Inspection/Analysis]			
[Technical Documentation]			
[Reimbursable Expenses]			

Subtotal: \$0.00
Tax/VAT (%): \$0.00

Total Balance Due: \$0.00

PAYMENT INSTRUCTIONS

Please make checks payable to **[Firm Name]**.
Bank Transfer: [Bank Name] | Account: [Account #] | Routing: [Routing #]
Payment is due within [XX] days of invoice date.