INVOICE

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

Invoice #: [00001]
Date: [Date]
Due Date: [Date]

BILL TO:

[Client Name]
[Client Company]
[Client Address]
[Client Email]

PROJECT:

[Project Name/Ref]

DESCRIPTION OF SERVICES	HOURS/QTY	RATE	AMOUNT
[Service Item 1]	[0.00]	$[0.00]	$[0.00]
[Service Item 2]	[0.00]	$[0.00]	$[0.00]

Subtotal: $[0.00]
Tax ([0]%): $[0.00]
Total Due: $[0.00]

PAYMENT INSTRUCTIONS

Please make checks payable to **[Your Name/Company]**.
Bank Transfer: [Bank Name] | Acc: [Number] | Sort: [Code]

Thank you for your business.