

[LAW FIRM NAME]

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

INVOICE

Invoice #: [0000]
Date: [Date]
Matter ID: [Reference #]

Client

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

Payment Terms: [Net 30]
Due Date: [Date]

Date	Professional Description	Hours/Qty	Rate	Amount
[MM/DD]	[Legal Service/Consultation/Drafting]	[0.0]	[\$[0.00]]	[\$[0.00]]
[MM/DD]	[Disbursement/Filing Fees]	[1]	[\$[0.00]]	[\$[0.00]]

Subtotal: \$[0.00]

Tax ([0] %): \$[0.00]

Total Balance Due: \$[0.00]

Payment Instructions: Please make checks payable to "[Law Firm Name]" or contact us for wire transfer details.

Thank you for your business.