

INVOICE

[Your Company Name]
[Address Line 1]
[City, State, Zip]

Invoice #: [00000]
Date: [MM/DD/YYYY]
Due Date: [MM/DD/YYYY]

Client:

[Client Contact Name]
[Client Company]
[Client Address]

Contract Reference:

Contract ID: [ID-NUMBER]
Period: [Start Date] to [End Date]

DESCRIPTION	QTY/HRS	RATE	AMOUNT
Software Maintenance Fee - [Month/Quarter]	1	\$0.00	\$0.00
System Updates & Security Patching	-	-	\$0.00
Technical Support (Tier [X])	[0]	\$0.00	\$0.00
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Subtotal:		\$0.00	
Tax:		\$0.00	
Total:		\$0.00	

Payment Instructions:

Please make checks payable to [Company Name] or pay via [Bank/Transfer Details].

Thank you for your business.