

LEGAL INVOICE

[Law Firm Name]
[Street Address]
[City, State, Zip]
[Phone Number]

Invoice #: _____
Date: _____
Due Date: _____

Bill To:

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

Matter: IRS Audit Defense & Representation

IRS Case/Notice #: _____

Tax Year(s): _____

Date	Description of Legal Services	Hours	Rate	Total
	Initial Audit Document Review & Strategy			
	IRS Power of Attorney (Form 2848) Filing			
	Correspondence with Revenue Agent			
	Preparation of Information Document Request (IDR)			

Subtotal: \$0.00

Expenses/Filing Fees: \$0.00

Total Balance Due: \$0.00

Please make checks payable to [Law Firm Name].

Interest may be charged on late payments according to the signed Retainer Agreement.