

[COMPANY NAME]

[Address Line 1]
[Address Line 2]
[Phone Number]
[License Number]

INVOICE

Invoice #: _____

Date: _____

Project ID: _____

BILL TO:

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

JOB SITE LOCATION:

[Site Name / Lot #]
[Site Address]
[City, State, Zip]

Description of Services	Quantity / Units	Unit Price	Total
Site Clearing & Grubbing			\$
Excavation & Rough Grading			\$
Soil Export / Import (Fill Dirt)			\$

Description of Services	Quantity / Units	Unit Price	Total
Trenching & Utility Prep			\$
Compaction & Final Grade			\$
Equipment Mobilization			\$

Subtotal: \$ _____

Tax: \$ _____

Amount Due: \$ _____

Terms: Payment is due within [XX] days. Please make checks payable to [Company Name].

Notes: All work completed according to site specifications and local codes. Thank you for your business.