

INVOICE

[Business Name]
[Street Address]
[City, State, Zip]
[Phone Number]
[Email Address]

BILL TO:

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

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

Description of Work	Hours	Hourly Rate	Total
[Service Description]	[0.00]	[\$[0.00]]	[\$[0.00]]
[Service Description]	[0.00]	[\$[0.00]]	[\$[0.00]]
[Materials/Parts - if applicable]	-	-	[\$[0.00]]

Subtotal: \$[0.00]

Tax: \$[0.00]

Amount Due: \$[0.00]

Payment Instructions:

Please make checks payable to [Business Name].
For digital payments: [Venmo/Zelle/PayPal Info]

Thank you for your business!