[Agency Name]

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

INVOICE

Invoice #: [000]
Date: [Date]
Due Date: [Date]

BILL TO:

[Client Name]
[Client Company]
[Client Address]
[Client Email]

PROJECT / PERIOD:

[Campaign Name]
[Billing Month, Year]

Service Description	Quantity/Hrs	Rate	Amount
Blog Post Production (SEO Optimized)	[Qty]	$[0.00]	$[0.00]
Social Media Management & Strategy	[Qty]	$[0.00]	$[0.00]
Email Newsletter Design & Copy	[Qty]	$[0.00]	$[0.00]
Content Performance Reporting	[Qty]	$[0.00]	$[0.00]

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

Total Due: $[0.00]

PAYMENT INSTRUCTIONS

Please make checks payable to **[Agency Name]** or pay via Wire/ACH:
Bank: [Bank Name] | Account: [Number] | Routing: [Number]

Thank you for your business!