

INVOICE

[Your Company Name]
[Street Address]
[City, State, Zip]
[Email/Phone]

Invoice #: [001]
Date: [MM/DD/YYYY]
Due Date: [MM/DD/YYYY]

Bill To:

[Client Name]
[Publication Title/Company]
[Client Address]

Project:

[Publication Title or Issue #]

Description of Services	Qty/Pages	Rate	Amount
Initial Layout & Grid Setup	[0]	[\$[0.00]]	[\$[0.00]]
Editorial Page Composition	[0]	[\$[0.00]]	[\$[0.00]]
Image Processing & Retouching	[0]	[\$[0.00]]	[\$[0.00]]
Revisions (Round [X])	[0]	[\$[0.00]]	[\$[0.00]]

Subtotal: \$[0.00]

Tax: \$[0.00]

Total Due: \$[0.00]

Payment Terms: [Net 30/Due on Receipt]
Payment Methods: [Bank Transfer / Check / Online]
Thank you for your business.