

INVOICE

[Agency Name]
[Address Line 1]
[Email Address]

Invoice #: [0001]

Date: [Month Day, Year]

Due Date: [Month Day, Year]

CLIENT

[Client Company Name]
[Contact Person]
[Client Address]

PAYMENT TERMS

[e.g., Net 30]
Payment Method: [Wire/PayPal/Stripe]

Service Description	Quantity	Rate	Amount
Social Media Management [Platform Name] - Content creation, scheduling, & community management.	[1 Month]	[\$0.00]	[\$0.00]
Ad Campaign Management [Platform Name] - Monthly optimization & reporting.	[1 Month]	[\$0.00]	[\$0.00]

Service Description	Quantity	Rate	Amount
Content Production [Graphic Design / Short-form Video production]	[00]	[\$0.00]	[\$0.00]

Subtotal: [\$0.00]
Tax ([0]%): [\$0.00]
Total Due: [\$0.00]

NOTES & PAYMENT INSTRUCTIONS

Please include the invoice number in your payment reference. Bank details: [Account Name / IBAN / Swift]. Thank you for your partnership!