INVOICE

[Company Name]
[Street Address]
[City, State, Zip]

Invoice #: [0000]
Date: [MM/DD/YYYY]
Maintenance Period: [Start Date] - [End Date]

BILL TO: **[Client Name]**
[Client Address]
[Contact Email]
PROJECT REFERENCE: **[Software System Name]**
Phase: Maintenance & Support
PO Number: [000-000]

Description of Maintenance Service	Hours/Qty	Rate	Amount
Scheduled Security Patching & Server Updates	-	-	$[0.00]
Bug Fixes & Technical Support (Tier [X])	[0.0]	$[0.00]	$[0.00]
Database Optimization & Backup Management	[0.0]	$[0.00]	$[0.00]
Minor Feature Enhancements / Small Changes	[0.0]	$[0.00]	$[0.00]

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

Payment Terms: Net [30] Days. Please make checks payable to [Company Name].

For electronic transfers: [Bank Name] | Account: [00000000] | Wire/Swift: [Code]