

INVOICE

[Your Company Name]
[Address Line 1]
[Email / Phone]

INVOICE # [000]
DATE: [Date]
DUE DATE: [Date]

BILL TO:

[Client Name / Couple]
[Client Address]
[Client Phone]

EVENT DETAILS:

[Wedding Date]
[Venue Location]

Service Description	Qty/Hrs	Rate	Amount
Wedding Planning & Management Fee	[1]	[0.00]	[0.00]
On-site Coordination (Day of)	[1]	[0.00]	[0.00]
Vendor Procurement & Logistics	[1]	[0.00]	[0.00]

Subtotal: [0.00]

Tax / Adjustments: [0.00]

Total Amount Due: \$[0.00]

Thank you for choosing [Your Company Name] to manage your special day.

Payment Methods: [Bank Transfer / Check / Credit Card]