

[CONSULTANT NAME/FIRM]

HR & Strategy Consulting

INVOICE #: [00000]
DATE: [Date]
DUE DATE: [Date]

FROM

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

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

Service Description	Hours/Qty	Rate	Amount
Strategic HR Advisory / Policy Review	0.00	\$0.00	\$0.00
Talent Acquisition & Recruitment Services	0.00	\$0.00	\$0.00
Employee Relations Consulting	0.00	\$0.00	\$0.00

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

PAYMENT INSTRUCTIONS

Please make checks payable to: [Payee Name]
Bank Transfer: [Bank Name] | Account: [Number] | Routing: [Number]

Thank you for your business.