

# INVOICE

[Architecture Firm Name]

[Street Address]

[City, State, Zip]

Invoice #: [0000]

Date: [Date]

Project ID: [Project-001]

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## Client:

[Client Name]

[Company Name]

[Client Address]

## Project Details:

[Project Name]

[Project Location / Phase Status]

| Phase Description                         | Fee Type  | % Complete | Amount |
|---|-----------|------------|--------|
| <b>Phase 1: Schematic Design</b>          |           |            |        |
| Site analysis and conceptual drawings     | Fixed Fee | [0]%       | \$0.00 |
| <b>Phase 2: Design Development</b>        |           |            |        |
| System integration and material selection | Fixed Fee | [0]%       | \$0.00 |
| <b>Phase 3: Construction Documents</b>    |           |            |        |

| Phase Description                          | Fee Type    | % Complete | Amount |
|--|-------------|------------|--------|
| Technical specifications and blueprints    | Fixed Fee   | [0]%       | \$0.00 |
| <b>Phase 4: Bidding &amp; Negotiation</b>  |             |            |        |
| Contractor selection and RFIs              | Hourly      | -          | \$0.00 |
| <b>Additional Services / Reimbursables</b> |             |            |        |
| Permit fees and printing costs             | Direct Cost | -          | \$0.00 |

Subtotal: \$0.00

Tax ([0]%): \$0.00

**Total Amount Due: \$0.00**

**Payment Terms:** Due within [30] days. Please make checks payable to [Firm Name].

**Notes:** [Insert specialized project notes or wire transfer instructions here].