

INVOICE

[Copywriter Name / Agency]

Date: [Date]
Invoice #: [00001]

FROM
[Business Address]
[Email Address]
[Phone Number]
BILL TO
[Client Name]
[Client Company]
[Client Address]

Project Description	Quantity/Hours	Rate	Amount
[Item Description - e.g., Website Landing Page Copy]	[0]	[\$[0.00]]	[\$[0.00]]
[Item Description - e.g., Email Marketing Sequence]	[0]	[\$[0.00]]	[\$[0.00]]
[Item Description - e.g., SEO Blog Post Content]	[0]	[\$[0.00]]	[\$[0.00]]
Subtotal: \$[0.00] Tax (0%): \$[0.00] Balance Due: \$[0.00]			

NOTES & PAYMENT INSTRUCTIONS

Please include invoice number with payment. Payment is due within [30] days via [Bank Transfer/PayPal/Stripe]. Thank you for your business.