

INVOICE

[Invoice Number]

[Business Name]

[Address]
[Phone]
[Email]

BILL TO:

[Client Name]
[Service Address]
[City, State, Zip]

DETAILS:

Invoice Date: [Date]
Service Period: [Start Date] - [End Date]
Frequency: Biweekly

Service Date	Description	Hours/Qty	Rate	Amount
[Date 1]	General House Cleaning (Biweekly Visit 1)	[Qty]	[\$[0.00]]	[\$[0.00]]
[Date 2]	General House Cleaning (Biweekly Visit 2)	[Qty]	[\$[0.00]]	[\$[0.00]]

Service Date	Description	Hours/Qty	Rate	Amount
-	Additional Supplies/Special Requests	-	-	[\$0.00]
Subtotal: \$[0.00]				
Tax: \$[0.00]				
Total Due: \$[0.00]				

NOTES & PAYMENT INSTRUCTIONS:

Please make checks payable to **[Business Name]**.
 Payment is due within [Number] days of invoice date.

Thank you for your business!