

[CONSULTANCY NAME]

[ADDRESS LINE 1]
[EMAIL / PHONE]

INVOICE

No: #00001
Date: [Date]
Due: [Date]

CLIENT

[Client Name]
[Company Name]
[Address Line 1]
[Address Line 2]

PROJECT

[Social Media Strategy Phase/Month]
[Project Code or Reference]

Service Description	Rate	Qty/Hrs	Total
Social Media Audit & Competitive Analysis	\$0.00	1	\$0.00
Content Strategy & Calendar Development	\$0.00	1	\$0.00
Paid Social Campaign Management	\$0.00	0	\$0.00
Monthly Analytics & Performance Reporting	\$0.00	1	\$0.00

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

Payment Instructions:

Please include invoice number in payment reference.

Bank: [Bank Name] | Account: [Number] | Wire/Swift: [Code]