INVOICE

[Business Name]
[Address Line 1]
[Email/Phone]

Invoice #: [001]
Date: [Date]
Due Date: [Date]

BILL TO:

[Client Name/Company]
[Client Address]
[Client Contact]

RETAINER PERIOD:

[Start Date] - [End Date]

Description of Services	Rate	Amount
Monthly Social Media Management Retainer Content creation, scheduling, and community management.	$0.00	$0.00
Ad Spend Management Setup and monitoring of paid social campaigns.	$0.00	$0.00
Additional Deliverables [Itemize custom photography or video services]	$0.00	$0.00

Subtotal: $0.00
Tax: $0.00
Total Due: $0.00

PAYMENT INSTRUCTIONS

Please make checks payable to **[Business Name]** or pay via **[Bank/Transfer Details]**. Thank you for your business.