

INVOICE

[Your Agency Name]
[Address Line 1]
[Email / Phone]

Invoice #: [0001]
Date: [MM/DD/YYYY]
Due Date: [MM/DD/YYYY]

Bill To:

[Client Name]
[Company Name]
[Client Address]

Billing Period:

[Start Date] to [End Date]

Service Description	Retainer Fee
Social Media Ad Management Retainer Strategy, Campaign Optimization, and Reporting	\$0.00
Content Creation / Creative Assets Ad Copy and Visuals	\$0.00
Platform Management Fees Meta, LinkedIn, or Google Ads Administration	\$0.00
Subtotal: \$0.00	

Tax: \$0.00

Total Amount: \$0.00

Payment Instructions: [Bank Name / PayPal / Wire Transfer Info]

Notes: Retainer covers management fees only. Ad spend is billed directly by the platforms unless otherwise specified.