

[GENERAL CONTRACTOR NAME]

[Street Address]
[City, State, Zip]
[Phone Number]
[License #]

INVOICE

Invoice #: _____
Date: _____
Project ID: _____

CLIENT INFO

[Client Name]
[Company Name]
[Billing Address]
[City, State, Zip]

PROJECT LOCATION

[Project Name]
[Site Address]
[City, State, Zip]

Phase / Code	Description of Work / Materials	Quantity/Hrs	Total

Phase / Code	Description of Work / Materials	Quantity/Hrs	Total

Subtotal: \$ _____

Tax: \$ _____

Retainage (%): (\$ _____)

TOTAL DUE: \$ _____

NOTES / TERMS

Payment is due within [Number] days. Please make checks payable to **[Company Name]**.

Thank you for your business.