

INVOICE

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

OVERDUE NOTICE

Invoice #: [000]
Date: [MM/DD/YYYY]
Original Due Date: [MM/DD/YYYY]

Bill To:

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

Marketing Service Description	Hours/Qty	Rate	Amount
[Service Name - e.g. Strategy Consultation]	[0.0]	[\$[0.00]]	[\$[0.00]]
[Service Name - e.g. Social Media Management]	[0.0]	[\$[0.00]]	[\$[0.00]]
Late Payment Fee ([0]%)	-	-	[\$[0.00]]

Subtotal: \$[0.00]

Tax: \$[0.00]

Total Outstanding: \$[0.00]

Payment Instructions:

Bank: [Bank Name] | Account: [Number] | Wire/ACH: [Details]

Note: This invoice is now [X] days past due. Please remit payment immediately to avoid further late penalties or service suspension.