

[Freelancer Name]
[Street Address]
[City, State, Zip]
[Email Address]

INVOICE

No: #001
Date: [Month] 01, 202X

Bill To:
[Client Name/Company]
[Client Address]
[Client Email]
Project:
Monthly Social Media Management
Billing Period: [Start Date] - [End Date]

Description	Quantity/Hours	Rate	Total
Social Media Content Creation (Posts, Reels, Stories)	[Qty]	[\$[0.00]]	[\$[0.00]]
Community Management & Engagement	[Hours]	[\$[0.00]]	[\$[0.00]]
Paid Ad Campaign Management	[Qty]	[\$[0.00]]	[\$[0.00]]
Monthly Analytics Reporting	1	[\$[0.00]]	[\$[0.00]]
Subtotal: \$[0.00]			

Tax (0%): \$[0.00]
Amount Due: \$[0.00]

Payment Instructions:

Please remit payment via [PayPal/Bank Transfer/Stripe] to [Account Details].

Due Date: [Date]

Thank you for your business!