

INVOICE

[Invoice Number]

[Your Agency Name]
[Address Line 1]
[Email Address]
[Tax ID / VAT]

BILL TO:

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

Date: [Date]
Due Date: [Due Date]
Billing Period: [Month, Year]

Service Description	Rate	Qty	Total
SEO Retainer Fee Keyword tracking, technical audits, and strategy	\$0.00	1	\$0.00
Content Creation / Optimization [X] Blog posts / On-page updates	\$0.00	1	\$0.00
Link Building & Outreach Backlink acquisition and management	\$0.00	1	\$0.00

Service Description	Rate	Qty	Total
Reporting & Analysis Monthly performance & KPI review	\$0.00	1	\$0.00

Subtotal: \$0.00

Tax (0%): \$0.00

Total Due: \$0.00

Payment Instructions:

Please send payments via [Bank Transfer/PayPal/Stripe].

Bank: [Bank Name] | Account: [Account Number] | Sort Code: [Code]

Thank you for your business!