

Hourly Service Invoice

From (Freelancer Name/Business): Address: Email:

Phone:

Bill To (Client Name/Company): Address: Email:

Phone:

Invoice #: Date: Due Date:

Enter a summary of service

Description / Service Details:

#	Date	Description	Hours	Rate (per hour)	Line Total
1					
2					
3					

Subtotal	
Tax / VAT	
Total	

Add any notes, terms, or payment instructions

Additional Notes / Payment Instructions:

Freelancer Signature

Date