

# Company Name

Address Line 1  
Address Line 2  
City, State ZIP  
Phone: (xxx) xxx-xxxx  
Email: info@company.com

## INVOICE

Invoice #: \_\_\_\_\_  
Date: \_\_\_\_\_  
Due Date: \_\_\_\_\_

**Bill From:**

Your Name / Business  
Address Line 1  
Address Line 2  
City, State ZIP

**Bill To:**

Client Name  
Address Line 1  
Address Line 2  
City, State ZIP

Date	Description	Hours	Rate	Amount

**Subtotal** \_\_\_\_\_

**Tax** \_\_\_\_\_

**Total** \_\_\_\_\_

**Payment Terms:** Payment due within 30 days.  
Thank you for your business!