

Hourly Invoice

From:

[Law Firm Name]
[Address Line 1]
[Address Line 2]
[City, State, ZIP]
[Phone]
[Email]

To:

[Client Name]
[Client Address Line 1]
[Client Address Line 2]
[City, State, ZIP]
[Phone]
[Email]

Invoice Number: [#####]**Date Issued:** [YYYY-MM-DD]**Due Date:** [YYYY-MM-DD]**Case/Matter:** [Case Reference]

Date	Service Description	Hours	Rate	Amount
[YYYY-MM-DD]	[Description of Service Rendered]	[#]	[Currency] [Hourly Rate]	[Currency] [Amount]
[YYYY-MM-DD]	[Description of Service Rendered]	[#]	[Currency] [Hourly Rate]	[Currency] [Amount]

Subtotal	[Currency] [Subtotal]
Tax	[Currency] [Tax]
Total	[Currency] [Total Amount Due]

Notes:

[Add any notes or payment instructions here.]

[Authorized Signature]
[Name]
[Title/Position]