

Itemized Invoice Sheet

for Academic Tutors

Date: _____

Invoice #: _____

Tutor Name

Student Name

Contact Email

Period Covered

Date	Subject / Topic	Duration (hrs)	Rate per Hour	Line Total
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Subtotal _____

Discount/Adjustment _____

Total Due _____

Notes / Comments:

Tutor Signature

Date: _____

Received By

Date: _____