

Workshop Session Billing Sheet

Workshop Name

Date

Facilitator

Client / Organization

Location

Session Description	Hours	Rate	Amount
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total			<input type="text"/>

Notes / Comments

Facilitator Signature Date

Client/Organization Signature Date