

# [Your Company Name]

[Your Address Line 1]

[Your Address Line 2]

[City, State ZIP]

[Phone] | [Email]

## INVOICE

Invoice #: \_\_\_\_\_

Date: \_\_\_\_\_

Due Date: \_\_\_\_\_

### Billed To

[Client Name]

[Client Company]

[Client Address Line 1]

[Client Address Line 2]

[City, State ZIP]

### Services

Description	Date	Hours	Rate	Amount
[Service Description]	[MM/DD/YYYY]	[ ]	[ ]	[ ]
[Service Description]	[MM/DD/YYYY]	[ ]	[ ]	[ ]
<b>Subtotal</b>				[ ]
<b>Tax</b>				[ ]
<b>Total Due</b>				[ ]

### Notes

[Add any additional notes or terms here]

Consultant Signature

Date: \_\_\_\_\_

Client Signature

Date: \_\_\_\_\_