

Logo

Consulting Retainer Invoice

From:

[Your Name / Company]
[Address Line 1]
[Address Line 2]
[City, State ZIP]
[Phone]
[Email]

Billed To:

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

Invoice #: [Number]

Date: [Date]

Retainer Period: [Start Date] – [End Date]

Description	Hours	Rate	Amount
[Consulting Service / Retainer]	[Hours]	[Rate]	[Amount]
<hr/>			Total [Total Amount]

Notes:

[Additional information, terms, or instructions]