

UTILITY INVOICE

From:

[Consultant Name]
[Business Name, if applicable]
[Address Line 1]
[Address Line 2]
[Phone]
[Email]

To:

[Client Name]
[Company Name]
[Client Address Line 1]
[Client Address Line 2]

Invoice #
[0001]

Date
[YYYY-MM-DD]

Due Date
[YYYY-MM-DD]

Description	Units	Rate	Amount
[Description of service or utility]	[Qty]	[Rate]	[Amount]
[Description]	[Qty]	[Rate]	[Amount]
Subtotal			[Subtotal]
Tax			[Tax]
Total			[Total]

Notes / Payment Instructions:

[Bank details or payment instructions, terms, etc.]

[Thank you for your business!]