

Invoice Receipt Sheet

Consultant Name

Enter consultant name

Invoice Number

Enter invoice number

Date

Client Name

Enter client name

Client Address

Enter client address

Project / Service

Enter project or service

Invoice Details

#	Description of Service	Hours/Qty	Rate	Amount
1	Description			
2	Description			
3	Description			
			Subtotal	
			Tax (%)	
			Total	

Notes / Additional Information

Add notes or payment instructions

Prepared By

Name

Date

Signature

Signature