<Company Name>

**INVOICE**

# <123 Street Address, City, State, Zip/Post>

<Website, Email Address>

<Phone Number>

### BILL TO PROJECT DETAILS Invoice No: #INV00001

<Contact Name> <Project Name> **Invoice Date:** 11/11/11

<Client Company Name>

<Address>

<Phone, Email>

<Project Description>

**Due Date:** 12/12/12

|  |  |  |
| --- | --- | --- |
| **DESCRIPTION HOURS** | **RATE** | **TOTAL** |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|  |  |  | 0.00 |
|

|  |  |
| --- | --- |
| **SUBTOTAL** | 0.00 |
| **DISCOUNT** | 0.00 |
| **SUBTOTAL LESS DISCOUNT** | 0.00 |
| **TAX RATE** | 0.00% |
| **TOTAL TAX** | 0.00 |

 |  |  | 0.00 |

## Thank you for your business!

**Balance Due $ -**

### Terms & Instructions

<Add payment instructions here, e.g: bank, paypal...>

<Add terms here, e.g: warranty, returns policy...>