

INVOICE

INVOICE NO:
INVOICE DATE:
DUE DATE:

From:

<Your Name>
<Your Address>
<Your Contact Details>

To:

<Contact Name>
<Client Company Name>
<Address>
<Phone>
<Email>

Item	Hrs/Qty	Rate	Total
Web Development Services			
Other Services			

Subtotal:
Discount:
Subtotal Less Discount:
Tax Rate:
Total Tax:
BALANCE DUE: \$

Project Details:

<Project Name / Dept>
<Project Description>

<Terms & Instructions>