Clockify

Invoice promptly with Clockify

Email subject: Invoice #_ **(add invoice number)**

Email body:

Hi _ **(add the client's first and last name)**,

I hope you're having a great week. I'm sending you invoice #_ **(add invoice number)** with the total of _ **(add currency and amount due),** which is due on _ **(add month and date)**.

You'll find the required payment information in the invoice.

Best Regards,
_ **(add your first and last name)**

Instructions
1. **Copy and paste the email subject to your email**
2. **Copy and paste the email body to your email**
3. **Add the bracketed data**