

# INVOICE

Subject:



## Business and client information

### FROM

Name

Email

Address

Phone

Business number

### BILL TO

Name

Email

Address

Phone

Business number

## Invoice information

Invoice number

Billing period

Issue date

Payment method

Due date

Other payment terms (late fee details, discounts, etc.)

Project / Campaign

## Invoice items

Service descriptions		Period	Rate	Quantity	Amount in [insert currency]
Item #1:					
Item #2:					
Item #3:					
Item #4:					
Item #5:					
Notes				Subtotal:	
				Discount:	
				Taxes:	
				Invoice total:	