[myCompany]

INVOICE

Invoice number: [number]   *Invoice Date*: [today]

To: [contact]
                                                [client]
                                                [street]
                                                [city], [state] [zip]

Period: [startdate] thru [enddate]

Hourly rate: $[rate]

Consulting fees: $[billings] ($[hours]hrs @ $ [rate]/hr)

Expenses: $[expenses]

Amount due: **$[total]**

Payment due net 30

.

[myStreet]
[myCity], [myState] [myZip]
[myPhone]