

▪ [myCompany] ▪

INVOICE

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

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

Period: [startdate] thru [enddate]

Hourly rate: \$[rate]

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

Expenses: \$[expenses]

Amount due: **\$[total]**

Payment due net 30

▪

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