Your business name

INVOICE

Invoice no. _____
Invoice date _____
Due date _____

BILL TO

Customer name

PROJECT

BILLING PERIOD

CLIENT CONTACT

AGREEMENT / PO NO.

DESCRIPTION	QTY	RATE	TAX	AMOUNT

Subtotal _____
Discount _____
Tax _____
Total _____
Amount paid _____

Balance due _____

NOTES & TERMS