

Your Business Name

INVOICE

123 Your Street, City, State ZIP · you@business.com · (555) 123-4567

FROM

BILL TO

Invoice #	Invoice date	Due date	Payment terms

HOURLY WORK

DESCRIPTION	HOURS	RATE	AMOUNT
<i>e.g. Website copywriting — landing page</i>	6	\$85.00	\$510.00
<i>Revision round (per round)</i>	2	\$75.00	\$150.00

PROJECT / FLAT FEE

DESCRIPTION	AMOUNT
<i>e.g. Blog article package — 4 x 1,500 words</i>	\$880.00
<i>Monthly content retainer — June</i>	\$450.00

Subtotal \$1,990.00

Tax rate (%) 0.00 %

Tax \$0.00

TOTAL \$1,990.00

NOTES
