

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. CMS setup & client training</i>	4	\$95.00	\$380.00
<i>Cross-browser testing & bug fixes</i>	2	\$95.00	\$190.00

PROJECT / FLAT FEE

DESCRIPTION	AMOUNT
<i>e.g. Custom website design — 5 pages</i>	\$2,500.00
<i>Responsive / mobile optimization</i>	\$450.00

Subtotal	\$3,520.00
Tax rate (%)	0.00 %
Tax	\$0.00

TOTAL \$3,520.00

NOTES
