

# Freelance Invoice

<b>From:</b> Alex Freelancer 123 Creative Lane Boston, MA 02118 alex@email.com (555) 123-4567	<b>To:</b> Client Company 456 Business Avenue New York, NY 10001 billing@clientco.com	<b>Invoice #:</b> 2024-0007 <b>Date:</b> 2024-06-18 <b>Due Date:</b> 2024-07-02
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Service/Expense Description	Hours/Qty	Rate/Unit	Amount
Web Design Consultation	5	\$80.00	\$400.00
Website Development	15	\$75.00	\$1,125.00
Licensing Fee (Stock Photos)	1	\$50.00	\$50.00
Travel Expenses (Client Meeting)	1	\$40.00	\$40.00

Subtotal:	\$1,615.00
Tax (5%):	\$80.75
<b>Total Due:</b>	<b>\$1,695.75</b>

**Payment Terms:** Payment due within 14 days of invoice date.  
**Bank Transfer:** Account Name: Alex Freelancer | IBAN: US00 1234 5678 9012 3456 78  
Thank you for your business!

This **freelance invoice template** in Google Docs provides a comprehensive format to detail services and track expenses accurately. It ensures clear communication of payment terms and itemized costs, making billing professional and transparent. Easily customizable, it helps freelancers maintain organized financial records efficiently.