

Sales Invoice Format in Excel for Freelancers

The **sales invoice format in Excel for freelancers** is a customizable template designed to simplify billing and record-keeping. It helps freelancers efficiently track payments, client details, and service descriptions. This format ensures professional and organized invoicing tailored to individual freelance needs.

INVOICE			
Your Name / Business Name			
Address Line 1			
Address Line 2			
Email: your.email@example.com			
Phone: (123) 456-7890			
Bill To: Client Name Client Company Client Address	Invoice #: INV-001 Date: 2024-06-20 Due Date: 2024-06-27		
Description of Service	Hours/Units	Rate	Amount
Graphic Design Service	10	\$30.00	\$300.00
Consultation	2	\$50.00	\$100.00
Subtotal			\$400.00
Tax (5%)			\$20.00
Total			\$420.00
Payment Terms: Please make payment within 7 days. Bank Details / Payment Method: [Bank Account or PayPal Info]			
Thank you for your business!			

You can create and customize this sample in Excel according to your freelance needs.