

Invoice

Date: [Invoice Date]

Invoice #: [1234]

From (Freelancer):

[Your Name]
[Your Address]
[City, ZIP Code]
[Email Address]
[Phone Number]

Bill To (Client):

[Client Name]
[Client Company]
[Client Address]
[Client Email]

Description of Service	Hours/Qty	Rate	Amount
[Service 1 Description]	[x]	[\$Rate]	[\$Amount]
[Service 2 Description]	[x]	[\$Rate]	[\$Amount]

Subtotal \$[Subtotal]

Tax \$[Tax]

Total \$[Total]

Payment Terms: [e.g., Payment due within 14 days by bank transfer or PayPal.]

Notes: [Optional additional information for the client.]