

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.]