Freelance Invoice

From:	**To:**
[Your Name] [Your Address] [Your Email] | [Your Phone]	[Client Name] [Client Address] [Client Email] | [Client Phone]
Invoice Date: [Date] **Invoice #:** [####]	**Payment Due:** [Due Date]

Description	Hours/Qty	Rate	Amount
[Description of service/project/task]	00	$0.00	$0.00
		Subtotal	$0.00
		Tax	$0.00
		Total	**$0.00**

Payment Methods Accepted: [Bank Transfer, PayPal, etc.]

Late Fee Policy:
Payment is due within **[Number]** days of the invoice date. A late fee of **[Percentage or Dollar Amount]** will be applied to overdue invoices. Services may be suspended if payment is more than **[Number]** days past due.

Thank you for your business!