|  |
| --- |
| **Invoice** |
|  |
| **Date:**  |  |
| **Invoice #:**  |  |
| **Period:**  |  |
|  |  |  |  |  |
| **From:**  |  | **Bill To:**  |
| [Your company or name] |  | [Customer/Client’s Name] |
| [Address Line 1] |  | [Address Line 1] |
| [Address Line 2] |  | [Address Line 2] |
| [City, State, Zip Code] |  | [City, State, Zip Code] |
| [Email Address] |  | [Email Address] |
|  |  |  |
| **Description** | **No. of hours** | **Rate per hour** | **Total** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | **Total Amount Due:**  |  |