## [Your business name]

[Address]
[City, region, postcode]
[you@example.com]

# INVOICE

Invoice no. **INV-0001**

**BILL TO**

### [Client name]

[Client address]
[client@example.com]

| Description | Qty | Rate | Amount |
|---|---|---|---|
| Project work (hours)<br>[Project name] | 1 | $0.00 | $0.00 |
| Additional deliverable or revision round | 1 | $0.00 | $0.00 |
| Expenses at cost (itemize in the notes if needed) | 1 | $0.00 | $0.00 |

| | |
|---|---|
| Subtotal | $0.00 |
| **Total (USD)** | **$0.00** |
| **Balance due (USD)** | **$0.00** |

**PAYMENT DETAILS**

[How to pay: bank, PayPal, or other details]

**NOTES**

Thank you for your business. Please include the invoice number with your payment.

**TERMS**

Payment is due within 14 days of the invoice date (Net 14).