Payment Invoice

(Retainer for Payment for services offered through {{beginning\_date}} – {{end\_date}})

**By:**

**Ozibook Tech Solutions Pvt. Ltd.**

#39, 8th Main Road, Vasanth Nagar,

Bengaluru, Karnataka 560052

**To:**

**{{name\_company}}**

**{{address}}**

**GSTIN-** {{gst\_no}}

**PAN No.** {{pan}}

**Invoice No:** {{inv\_no}}

**Invoice Date:** {{inv\_date}}

**Itemized Description of Services:**

1. **Personal branding (1 Account)**
   1. Linkedin profile audit and update
   2. Market research
   3. Market strategy
2. **Content marketing (30 pieces of content)**
   1. Content writing
   2. Content designing
   3. Video editing
   4. Content calendar prep
   5. Social media management
3. **Lead Generation (4 events/month)**
   1. Lead scraping and filtering
   2. Comment Engine
   3. DM marketing
   4. Email Marketing
4. **Web Development (1 Personal Website)**
   1. UI/UX design
   2. Copywriting
   3. Launch and Post Launch Support

|  |  |
| --- | --- |
| **Subtotal for services** | INR [AMOUNT] |
| **GST [18% GST]** | INR [18% GST] |
| **TOTAL** | **SUM OF ABOVE TWO CELLS** |

Payment Terms: Monthly Billing Cycle  
***Billing Period* -**(15 DAYS CYCLE)  
***Amount Payable*** - [**AMOUNT IN BOLD]**

**PAYMENT METHODS-**

- Bank transfer:

**Account Name -** Ozibook Tech Solutions Pvt. Ltd.

**Account Number -** 762305000035

**Bank Name -** ICICI Bank

**Branch Name -** Bangalore- MTP MFAR

**IFSC Code -** ICIC0007623  
**GSTIN -** 29AADCO6055F1ZC

Please make the payment directly to the specified account mentioned above within 5 working days from the date of issue. Kindly include the invoice number in the payment reference to ensure accurate processing.

If you have any questions or concerns regarding this invoice, please feel free to contact us. Thank you for your business and your prompt attention to this matter.

Sincerely,

Rithesh Darish

Founder & CVO

Ozibook

+91 6361855604