

**YOUR NAME**

Your Address • Your Phone Number • Your Email Address

**INVOICE • INVOICE NUMBER (OPTIONAL) • DATE**

Below is an itemization for services performed. Payment of AMOUNT is due within 45 days, i.e. by DATE, by METHOD payable to NAME at the address above.

**SUMMARY**

Date	Item	Details	Amount
			\$X,XXX
<b>Total:</b>			<b>\$X,XXX</b>

Date	Worked on	Hours
<b>Total:</b>		

If there are any questions, please don't hesitate to call me at PHONE. Best regards,

SIGNATURE

NAME