

## Klamath Design

P.O. Box xxx  
Happy Camp, CA 96030  
Phone: (xxx) xxx-xxxx  
Fax: (xxx) xxx-xxxx  
Email: email@internet.com

# SERVICE INVOICE

Sample Invoice from Klamath Design

**SERVICE FOR:**

Web Design and Site Maintenance

**INVOICE NUMBER:****DATE:****BILL TO:**

ABC Construction

DATE	SERVICE DESCRIPTION	HOURS	RATE	AMOUNT
10/15/07	Web Design — Fifteen page package deal	N/A	\$800.00	\$800.00
10/27/07	Site Maintenance	1	\$55.00	\$55.00
				TOTAL DUE \$855.00

MAKE CHECK PAYABLE TO: Your Business Name