



Name of Receiver

attention to

address

zip and town

country

Subjectline

Dear Receiver

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Here is our time report:



date	weekday	from	to	hours	items	h_rate
29.04.2024	Monday	15:51	16:55	01:04	Call & Research	120
29.04.2024	Monday	17:53	18:58	01:05	Research	120
29.04.2024	Monday	19:15	19:26	00:11	Research & Msg	120
30.04.2024	Tuesday	09:49	09:53	00:04	Msg	120
30.04.2024	Tuesday	10:15	10:49	00:34	Call	120
01.05.2024	Tuesday	14:11	14:12	00:01	Msg	120
01.05.2024	Tuesday	16:41	16:52	00:11	Msg	120

Total hours worked are 03:10:00.

The hourly rate is USD120.

The invoice amount is **USD380.**

Kind regards

Name of the sender