

Monique Corich-Hermans

1 Snapdragon Cove

Pikitown

Pikitopia, 1234

New Zealand

t: +64-012-345-6789

e: moniwoni@snappiwappi.com

TO:

PikiCom Hall

1 Lionheart Way

Pikitown

Pikitopia, 1234

Dear Pikicom Hall,

Please find my invoice details below for the Pikicom Hall Social Media Illustration project.

Tax Invoice:

Work details	Cost details
<ul style="list-style-type: none">- 2 x concept sketches- 1 x final illustration	X hours at X piki-dollars/hour
	Total cost
(I do not currently charge GST)	100 piki-dollars

Payment may be made to the following account:

Name: Monique Corich-Hermans

Account Number: XX-XXXX-XXXXXXXX-XX

Bank: Pikibank

Payment within 30 days would be appreciated.

Thank you for the wonderful opportunity to work with you!