

RETAINER INVOICE

Invoice No:

Date: _____

Quarter / Period:

Due Date: _____

INVOICE TO

RETAINER ACCOUNT SUMMARY

Opening Balance

Retainer Fee (This Qtr)

Total Funds Available

Less: Amount Used

Remaining Balance

STATEMENT OF SERVICES (QUARTERLY DRAWDOWN)

[illegible]

PAYMENT TERMS & INSTRUCTIONS

Authorized Signature

Client Acceptance Signature