
INVOICE

Invoice No:

Date:

Due Date:

Terms:

CASE REFERENCE DETAILS

CASE NAME / MATTER:

CASE / DOCKET NUMBER:

TYPE OF SERVICE (E.G. MEDIATION, ARBITRATION):

SESSION DATE(S):

BILL TO (PARTY A / REPRESENTATIVE)

BILL TO (PARTY B / REPRESENTATIVE)

DESCRIPTION OF ADR SERVICES & EXPENSES	HOURS / QTY	HOURLY RATE / FEE	TOTAL AMOUNT
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DESCRIPTION OF ADR SERVICES & EXPENSES	HOURS / QTY	HOURLY RATE / FEE	TOTAL AMOUNT
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Subtotal

Tax / VAT

Total Balance Due

PAYMENT INSTRUCTIONS & TERMS

ALLOCATION OF FEES

PREPARED BY / NEUTRAL SIGNATURE

DATE