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# INVOICE

INVOICE#

DATE

PO / JOB #

PAYMENT DUE

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**BILL TO**

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**PROJECT INFORMATION**

DESCRIPTION / LINE ITEM	QTY/DAYS	RATE	TOTAL
Pre-Production (Creative, Storyboarding, Casting, Location Scouting)			
Production / Principal Photography (Crew, Equipment, Studio, Talent)			
Post-Production (Editorial, Color, Sound, Motion Graphics, Licensing)			

DESCRIPTION / LINE ITEM

QTY/DAYS

RATE

TOTAL

**Production Expenses / Permits / Insurance / Catering**

Subtotal

Sales Tax / VAT

Total Project Cost

Less:

Advance/Deposit Paid

**Balance Due**

**TERMS & CONDITIONS**

**BANK DETAILS / PAYMENT INSTRUCTIONS**

Four horizontal lines within a dashed border for bank details and payment instructions.