

INVOICE

Invoice No:

Date:

Due Date:

Billing Period:

BILL TO

PROJECT/ONGOING SERVICE DETAILS

DATE/PERIOD	DESCRIPTION OF SERVICE / MILESTONE	HOURS/QTY	RATE	AMOUNT

RETAINER / PRE-PAYMENT STATUS

Opening Balance:

Applied to This Invoice:

Remaining Retainer:

Subtotal

Tax / VAT

Retainer Credit Applied

Total Due

PAYMENT INSTRUCTIONS
