

Make all checks payable to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*THANK YOU FOR YOUR BUSINESS!*

***Free Invoice Template***

**Invoice**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Line Item | Description | Hours | Rate | Amount |
|  |  |  |  | xxxxxx |
|  |  |  |  | xxxxxx |
|  |  |  |  | xxxxxx |
|  |  |  |  | xxxxxx |
|  |  |  |  | xxxxxx |
|  |  |  |  | xxxxxx |
|  |  |  |  | xxxxxx |
| Subtotal | | | | xxxxxx |
| Tax | | | | **xxxxxx** |
| Total Due | | | | xxxxxx |

<<Company Name>>

<< Address Line 1>>

<<Address Line 2>>

<<City, State, Zip Code>>

<<Phone Office>><<Fax>>

<<Email Address>>

<<Company Website>>

|  |  |
| --- | --- |
| **To:** | **Ship to (if different address):** |
| Customer Address Line 1  Customer Address Line 2  Customer City, State and Zip Code | Customer Name  Customer Address Line 1  Customer Address Line 2  Customer City, State and Zip Code |