

INVOICE

[Your Business Name]

[Street address, City, Postcode]

[Email] · [Phone]

Invoice No.: INV-0001

Invoice date: [DD/MM/YYYY]

Due date: [DD/MM/YYYY]

BILL TO

[Client Name]

[Company]

[Billing address]

Project: [Name] Quote ref: [QT-0001] Delivered: [DD/MM/YYYY]

[illegible]

TERMS & NOTES

Payment due within 7 days. Final files are delivered once the balance is paid.

Late payments incur a fee of [X]% per month.

PAYMENT DETAILS

Bank: [Bank name] · Account name: [Your business] · Account no. / IBAN: [0000] · SWIFT / Sort code: [0000]

Or pay online: [payment link] · Reference: [invoice number]