**HOURLY INVOICE**

|  |  |  |
| --- | --- | --- |
| **FROM**  **[Company name]**  **[attn]**  **[Street Address:]**  **[City, State,Country]**  **[Phone]**  **[Email Address]** | **BILL TO**  Name: **[Name]**  Street address: **[Address]**  City, state: **[City, State]**  Zip code: **[Zip Code]**  Phone: **[Phone]**  E-mail: **[Email Address]** | **DETAILS**  Date: **[Date]**  Invoice no. **[#00000001]**  Terms: **[Terms]**  Payment**:** **[payment]** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description** | **Hours** | | **Rate** | **Amount ($)** |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |
|  | | Subtotal | |  |
| Tax rate | |  |
| **Total** | |  |

|  |
| --- |
| **Notes:** |

Thank you for your business!