



FROM

[Your name or studio name]
[Your email]
[Your phone]
[Business / tax number, if any]
[City, Country]

BILL TO

[Client company name]
[Contact person]
[Billing address]
[City, postal code]
[Client email]

INVOICE #

[0000]

ISSUE DATE

[DD / MM / YYYY]

DUE DATE

[DD / MM / YYYY]

DESCRIPTION	QTY	RATE	AMOUNT
[Logo design — e.g. 3 concepts]	[1]	[\$0.00]	[\$0.00]
[Brand guidelines / style guide]	[1]	[\$0.00]	[\$0.00]
[Additional revision round]	[1]	[\$0.00]	[\$0.00]
[Source files — AI, PSD, Figma]	[1]	[\$0.00]	[\$0.00]
[Usage / licensing]	[1]	[\$0.00]	[\$0.00]
[]			
[]			

Subtotal [\$0.00]

Tax ([0]%) [\$0.00]

Total Due (USD) [\$0.00]

PAYMENT TERMS & NOTES

Payment terms: [e.g. Net 14 — due within 14 days of the issue date].

Payment methods: [bank transfer / PayPal / card] — [your payment details].

Notes: [deposit received, late-payment fee, thank-you message].