

INVOICE [EXAMPLE]



THE WRITE LIFE
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TO: CHAD THE CLIENT

99 Writing Road
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chad@chadswebsite.com
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Invoice #13579

Delivered: July 1, 2020

DUE: July 31, 2020 (30 days after receipt)

Service	Details	Cost
Article on cat trends	1,200 words	\$500
Sidebar on dogs	400 words	\$150
TOTAL		\$650

Payment Options:

Paypal preferred (email above) or check (address above)

Thanks for your business! I look forward to working with you again soon.