[Your business name]

[Street address]
[Town, postcode]
[Email]

Invoice

No. INV-0001

PREPARED FOR

[Customer name]

[Customer address]

ISSUE DATE

10 Sept 2026

DUE DATE

24 Sept 2026

DESCRIPTION	TIME	RATE	AMOUNT
Social media management, 3 platforms, October	1 month	£650.00/month	**£650.00**
Paid ads management	1 month	£200.00/month	**£200.00**
Content shoot, half day	1	£250.00	**£250.00**
		Subtotal	£1,100.00
		TOTAL DUE	**£1,100.00**

PAYMENT DETAILS

Bank	**[Bank name]**
Account name	**[Account name]**
Account no.	**[00000000]**
Sort code	**[00-00-00]**

NOTES

Payment due by the first day of the month.

Created with TapTax