

[Your Law Firm Name]

[Address Line 1]

[Address Line 2]

[City, State ZIP]

[Phone Number]

[Email]

INVOICE

Date: [Invoice Date]

Invoice #: [####]

Due Date: [Due Date]

Billed To

[Client Name]

[Client Address Line 1]

[Client Address Line 2]

[City, State ZIP]

Prepared By

[Attorney Name]

[Bar Number]

[Email Address]

Description of Services	Date	Hours	Rate	Amount
[Service Description]	[MM/DD/YYYY]	[X.XX]	[\$XXX.XX]	[\$XXX.XX]
[Service Description]	[MM/DD/YYYY]	[X.XX]	[\$XXX.XX]	[\$XXX.XX]
Subtotal				[\$XXX.XX]
Taxes				[\$XX.XX]
Total				[\$XXX.XX]

Notes:

[Payment instructions or additional information goes here.]