

[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
Development sprint, checkout integration	5 days	£450.00/day	£2,250.00
Premium plugin licence, 12 months	1	£89.00	£89.00
Support retainer, October	1 month	£300.00/month	£300.00
Subtotal			£2,639.00
TOTAL DUE			£2,639.00

PAYMENT DETAILS

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

NOTES

Payment due within 14 days of the invoice date.