

# Customizable Payment Installment Timeline

Client Details

**Name:** John Doe  
**Project/Invoice #:** INV-00125  
**Date Issued:** 2024-06-15

Payment Installment Breakdown

Installment	Due Date	Amount	Notes
1st Installment	2024-07-01	\$2,000	Upon project commencement
2nd Installment	2024-08-01	\$1,500	Milestone: Design phase approved
3rd Installment	2024-09-01	\$1,500	Milestone: Prototype delivery
Final Installment	2024-10-01	\$1,000	Upon project completion & acceptance

\_\_\_\_\_  
Client Signature / Date

\_\_\_\_\_  
Authorized Representative / Date

Important Notes

- Payment must be made according to the schedule above unless both parties agree in writing to changes.
- Late payments may incur additional fees as outlined in the main agreement.
- Failure to complete any installment may result in suspension of work until payment is received.
- This document is part of the overall contract and should be kept for your records.
- For any queries regarding the installment schedule, please contact the billing department prior to the due date.