

Freelance Services Bill

From:

Alex Doe
123 Freelance Lane
City, ZIP 10010
alexdoe@email.com
+01 234 567 890

To (Client):

Acme Corp
987 Client Ave
Client City, ZIP 50050
contact@acmecorp.com

Bill No: 2024-015

Date: 2024-06-12

Due Date: 2024-06-30

Services Rendered

Description	Hours	Rate	Amount
Web Design Consultation	5	\$50	\$250
Front-End Development	15	\$45	\$675
Logo Design	1	\$120	\$120
Subtotal			\$1,045
Discount			-\$45
Total Due			\$1,000

Payment Method: Bank Transfer

Bank Details: Account No. 000123456789 | Routing No. 00109999 | Bank of Freelancers

Notes:

- Payment is due within 14 days of the issue date unless otherwise agreed.
- Please include the Bill No. as payment reference.
- For any queries, contact Alex Doe at the above email or phone.

Important Notes about Freelance Billing Documents:

- Always provide clear service descriptions and rates.
- Include complete contact details for both parties.
- Specify payment methods and terms up front.
- Retain copies for your financial records.
- Use sequential bill numbers for organization and tracking.