

**Acme Consulting Group**  
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# INVOICE

Invoice #: INV-2024-1098

Date Issued: 2024-06-20

Due Date: 2024-07-20

**Billed To:**

Apex Technologies LLC  
1201 Innovation Drive  
Boston, MA 02111  
Email: [ap@apextech.com](mailto:ap@apextech.com)

Description of Service	Date(s)	Hours	Rate	Amount
Project Kick-off Meeting & Discovery	2024-05-30	2.5	\$200	\$500
System Architecture Consultation	2024-06-02	4.0	\$200	\$800
Process Optimization Workshop	2024-06-06	3.0	\$200	\$600
Report Preparation & Recommendations	2024-06-10	2.5	\$200	\$500
Follow-up Meeting	2024-06-15	1.5	\$200	\$300

Subtotal	\$2,700
Sales Tax (0%)	\$0
<b>Total Due</b>	<b>\$2,700</b>

**Important Notes:**

- This statement provides a detailed breakdown of consulting activities, time spent, and corresponding charges.
- Please review each line item for accuracy and contact us within 7 days if any discrepancies are found.
- Payment is due within 30 days of the invoice date unless otherwise agreed upon in writing.
- Late payments may incur additional fees as specified in the consulting agreement.
- Retain a copy of this statement for your accounting records and future reference.