

# Recurring Freelancer Invoice

From  
Jane Doe  
123 Freelancer Lane  
Cityville, Country 12345  
Email: jane@email.com  
Phone: +1 234 567 8901

To  
Client Corp.  
456 Business Rd.  
Metropolis, Country 67890  
Email: accounts@client.com

Invoice #  
INV-2024-008

Date  
2024-06-25

Due Date  
2024-07-02

Billing Cycle  
Monthly (Every 1st)

## Invoice Details

Description	Qty	Unit Price	Amount
Content Writing Services - Retainer	1	\$800.00	\$800.00
Monthly SEO Maintenance	1	\$350.00	\$350.00
Hosting/Platform Management	1	\$100.00	\$100.00
Subtotal			\$1,250.00
Tax (5%)			\$62.50
Total Due			\$1,312.50

Payment Instructions:  
Bank Transfer to: Freelancer Bank, IBAN: XX123456789, SWIFT: FREELNCR  
Or via PayPal: paypal.me/janefreelancer

Notes:  
Thank you for your regular business!  
This invoice recurs on the 1st of each month in accordance with our agreement.

- Important Notes:
- Recurring invoices automate regular payments and reduce administrative work.
  - Clearly specify the billing cycle and payment terms.
  - Always update services, rates, and taxes if agreement changes.
  - Include payment instructions and contact information for queries.
  - Keep a record of all recurring invoices for accounting and tax purposes.