# Hourly Rate Invoice

*This invoice outlines an itemized breakdown of services billed by the hour. It serves to provide transparent details of the tasks performed, their duration, and the applicable hourly rate for client billing.*

## Invoice Details

|  |  |
| --- | --- |
| **Invoice Number:** | {invoiceNumber} |
| **Date:** | {invoiceDate} |
| **Due Date:** | {dueDate} |

## Bill To

**{clientName}**  
{clientCompany}  
{clientAddress}  
{clientEmail}

## Bill From

**{senderName}**  
{senderCompany}  
{senderAddress}  
{senderEmail}

## Task Summary

|  |  |  |  |
| --- | --- | --- | --- |
| **Description of Task** | **Hours** | **Hourly Rate** | **Total** |
| {#tasks}{description} | {hours} | {rate} | {total}{/tasks} |

## Summary

|  |  |
| --- | --- |
| **Subtotal:** | {subtotal} |
| **Tax ({taxRate}%):** | {taxAmount} |
| **Total Due:** | **{totalDue}** |

## Payment Instructions

{paymentInstructions}

## Notes

{notes}