

Your name  
address  
csz  
phone

Invoice Date      Payment Terms

Work Date	The Client	What you did	Time	Fee
-	-	Expense incurred	-	Expense
-	-	Driving to, for... Miles	Rate	Milage Charge
			SubTotal	\$\$\$

Work Date	The Client	What you did	Time	Fee
-	-	Expense incurred	-	Expense
-	-	Driving to, for... Miles	Rate	Milage Charge
			SubTotal	\$\$\$

11/09/04	RIT	Business Class	11 hours	\$190.00
-	-	Note Cards	-	\$1.14
-	-	Driving to RIT, 18 miles	\$0.36	\$6.48
			SubTotal	\$197.62

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Total    \$\$\$