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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Time and Materials Invoice** | | | | | **Date:** | [Enter Date] | |
| **Invoice #:** | [Enter Invoice #] | |
|  | |  | | | **Due Date:** | [Enter Due Date] | |
|  | |  | |  | |  | |
| **From:** | | | **Bill To:** | | | | |
| [Name/Company Name] | | | [Client's Name/Company Name] | | | | |
| [Address Line 1] | | | [Address Line 1] | | | | |
| [Address Line 2] | | | [Address Line 2] | | | | |
| [City], [State], [Zip Code] | | | [City], [State], [Zip Code] | | | | |
| [Phone] | | | [Phone] | | | | |
|  | |  | |  | | |  |
| Material Description | | Quantity | | Cost Per Item | | | Total |
|  | |  | |  | | |  |
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|  | |  | | ***Materials Total:*** | | |  |
|  | |  | |  | | |  |
| Labor Description | | Hours | | Rate Per Hour | | | Total |
|  | |  | |  | | |  |
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|  | |  | | ***Labor Total:*** | | |  |
|  | |  | |  | | |  |
| **Payment Terms:** |  |  | | **Invoice Total:** | | |  |
| |  |  | | --- | --- | | |  | | --- | | *Thank you for your business!* | | | | | | | | | |

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