

EVENT PHOTOGRAPHY INVOICE

FROM (PHOTOGRAPHER / STUDIO)

BILL TO (CLIENT / ORGANISER)

INVOICE NO.

DATE ISSUED

DUE DATE

EVENT DATE & VENUE

DESCRIPTION	QTY	UNIT PRICE	AMOUNT

NOTES

Subtotal

Tax

Total

Less: retainer / deposit paid

BALANCE DUE

List coverage time, the number of edited images, delivery and any rush fee as separate lines. Put the client's PO number in Notes if they use one.