VIDEOGRAPHY INVOICE

VIDEOGRAPHER

Business name _____

Address _____

Phone / email _____

INVOICE DETAILS

Invoice no. _____

Invoice date _____

Payment terms _____

Due date _____

Project no. _____

BILL TO (CLIENT)

Company _____ Attention _____

Email _____

PROJECT

Project _____

Shoot dates _____

Usage _____

PRE-PRODUCTION

Item	Details	Qty	Unit	Rate	Amount

Pre-production subtotal

SHOOT DAYS

Item	Details	Qty	Unit	Rate	Amount

Shoot subtotal

EDITING

Item	Details	Qty	Unit	Rate	Amount

Editing subtotal

MUSIC AND STOCK FOOTAGE, LICENSED AT COST

Item	Details	Qty	Unit	Rate	Amount

HOW TO PAY

Accepted methods _____

Account name _____

Bank details _____

Payment reference _____

Subtotal	
Sales tax, if applicable (_____%)	
Music and stock footage, licensed at cost	
Total	
Less: deposit received	
Amount due	

PROJECT NOTES

_____

_____

Please quote the invoice and project numbers with your payment.