

[Invoice & Statement Samples]

[Attorney Letterhead]

Date: _____ Invoice Number: _____

Client Name: _____

Client Address: _____

Re: _____

_____ [File Number] _____

Statement

Legal Services

[Date]	[Description Of Services]	[Attorney Initials]	[Hours]
--------	---------------------------	---------------------	---------

_____ Hours X (\$ _____) Hr. = _____

Costs

[Date]	[Description]	[Amount]
--------	---------------	----------

Total Costs: _____

Total Bill: _____

Note to Attorney: Add information concerning unpaid bills, etc. here.