

INVOICE

Emily Carter

fundraising-event-planning@domain.com

(XXX)-555-XXXX

Bill To:

John Smith

123 Main Street, Anytown, CA 90001

john.smith@domain.com

(XXX)-555-XXXX

Invoice

#INV-000101

Issued Date:

02/20/2025

Balance Due:

\$14015

Services	QTY	Price	Total
Securing and reserving event space for the fundraising occasion.	1	\$5000	\$5000
Organizing food and beverage services for attendees.	1	\$3000	\$3000
Marketing the event through various channels to attract participants.	1	\$2000	\$2000
Arranging and managing speakers for the event.	1	\$1500	\$1500
Providing equipment and setup for sound and visual presentations.	1	\$2500	\$2500
		Subtotal:	\$14000
		Tax:	\$15
		Total:	\$14015

Terms & Conditions:

Payment Due Upon Receipt.

Please choose one of the following payment methods:

Check: Emily Carter 123 Main Street, Anytown, CA 90001

Zelle: Emily Carter (XXX)-555-XXXX/emily.carter@domain.com

Venmo: @Emily-Carter

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