

SAMPLE INVOICE FOR A TIME AND MATERIALS CONTRACT

INVOICE

My Agency Name
555 Nowhere Boulevard
Las Vegas, Nevada 89115

Remit Payment to:
My Agency Name
555 Nowhere Boulevard
Las Vegas, Nevada 89114

April 25, 2006

Invoice #: 1105

Project #: 2005-USFS-500-P

Project Title: Seed Collection

Purchase Order #: 4500011401-016

Invoice Period: January 1, 2006 – March 31, 2006

Description:

**Invoicing Amount
Per Scope of Work:**

Total:

Personnel Costs:

Senior Biologist

\$245.00 daily rate @ 1 day
(See breakdown attached)

\$ 245.00

Data Management Plan

\$2,750.00

\$2,750.00

Map of sites

\$400.00

\$ 400.00

Total amount due:

\$3,395.00

See attached for Budget Summary Comparison.

6/17/2025