



Install **Invoice Manager**  
from **Microsoft Store**

to generate PDF invoice



**Date Picker**  
adds a **calendar**  
to date cells



**Fomula Manager**  
Find, update, analyze, import and export  
Excel formulas and defined names

**Password Remover**  
for Excel

## **Consultant Invoice with Travel and Hourly Expenses**

**BoostExcel.com**

Template#: cm022

Title: Consultant Invoice with Travel and Hourly Expenses

Category: [Consulting](#)

Download this template in Excel format: [Click here](#)

Scroll down to find the PDF invoice on the next page.

# INVOICE / STATEMENT WORKSHEET

TO



Please Remit Payment To: xxxxxxxxxxxx  
 P. O. BOX xxx  
 City, State ZIP  
 TAX ID # xx-xxxxxxx SSN xxx-xx-xxxx

INVOICE NO.												
DATE	PROSPECT / WELL NAME	LODGING EXPENSE	POSTAGE & OTHER EXPENSES	Meals / Entertainment	MILEAGE	MILEAGE EXPENSE (@ 58.5¢ p/mile)	TIME (p/hour or day)		RATE (p/hr. or day))	TIME TOTAL	WORK DESCRIPTION - SERVICES PERFORMED	DATE TOTAL
							4.00	HOUR	\$85.00	\$340.00		\$340.00
							3.00	HOUR	\$85.00	\$255.00		\$255.00
							2.00	HOUR	\$85.00	\$170.00		\$170.00
							4.00	HOUR	\$85.00	\$340.00		\$340.00
							4.00	HOUR	\$85.00	\$340.00		\$340.00
							2.00	HOUR	\$85.00	\$170.00		\$170.00
							2.00	HOUR	\$85.00	\$170.00		\$170.00
					25.00	\$192.27	8.00	HOUR	\$85.00	\$680.00		\$872.27
							4.00	HOUR	\$85.00	\$340.00		\$340.00





# INVOICE / STATEMENT WORKSHEET

INVOICE NO.												
DATE	PROSPECT / WELL NAME	LODGING EXPENSE	POSTAGE & OTHER EXPENSES	Meals / Entertainment	MILEAGE	MILEAGE EXPENSE (@ 58.5¢ p/mile)	TIME (p/hour or day)		RATE (p/hr. or day))	TIME TOTAL	WORK DESCRIPTION - SERVICES PERFORMED	DATE TOTAL
<b>TOTALS</b>					25.00	\$192.27				\$3,060.00		#####

PLEASE PAY INVOICE TOTAL W/IN 15 DAYS

SUBMITTED BY: \_\_\_\_\_  
SIGNATURE

\_\_\_\_\_ DATE