

Invoice Order - New Client Deposit

AFA Project Manager: _____ Designer (if different): _____

Date Requested: _____ Invoice # _____ Date Invoice Sent: _____

Task # _____

Brief description of scope and/or plan name (if known):

Time tentatively schedule for: _____ with _____

Client Name for QuickBooks: _____

Examples: Exemplary Builders LLC (Jack Sprat)
Sprat Family

Client Name 1: _____ Email: _____

Client Name 2: _____ Email: _____

Client Billing Address _____

Construction Address _____

Status of Agreement _____

Amount of Deposit: _____ Wants to pay by credit card, add 3%

Deposit based on:

Other Notes: