



FREE EXAMPLES · NO EMAIL REQUIRED

Three invoices.

Three worked examples showing how a real project gets broken into line items, how a discount is made visible instead of silent, and where the deposit sits. Client names removed. Figures are illustrative, built from the current Suubi Media rate card.

WHAT THESE ARE, EXACTLY

These are **examples, not records**. The layout, the section order and the line-item logic are what Suubi Media actually sends. The client names have been removed and the figures are illustrative, priced from the published 2026 rate card rather than copied from any particular job. Use them as a shape to fill, not as a claim about what anybody paid.

Three things are worth stealing from these pages, and none of them are the numbers.

One — the line items are deliverables, not hours

Notice that no invoice here says "photography services". Every line names a thing the client can picture: four hours on site, one recap film, three to five vertical clips, one revision round. When a line item is a deliverable, the client checks it off. When it is a mood, they question it.

Two — the discount is on the page, crossed out

Example 01 shows a standard column struck through next to what was actually charged, with one sentence naming why. A silent discount quietly teaches a client that your work costs less than you said. A visible one does three jobs at once: it documents the real rate, it makes the deal read as generosity rather than desperation, and it leaves a written anchor sitting in their inbox for booking two.

The rule: never print a crossed-out number you would not genuinely charge. A fake anchor is worse than no anchor, and clients talk to each other.

Three — the amount due is the biggest number on the page

Subtotal, deposit already paid, amount due. Three lines, in that order, ending in one figure in the largest type on the sheet. The person paying should never have to do arithmetic, and they should never have to hunt for the date.

THE FLOOR UNDER ALL OF IT

Every project on the Suubi rate card starts at **\$1,000**. That is not a coincidence of these examples; it is a decision. A floor means you stop pricing by nerve, you stop taking jobs that cost more in hours than they return in money, and every conversation starts from a number instead of a negotiation.

Blank version of this layout: **Invoice template**, on the same resources page. Contract that these invoices bill against: **Services agreement template**.



Suubi Media
Bellingham, WA
nathan@suubimedia.com
suubimedia.com

INVOICE.

NO. 2026-031

Issued October 3, 2026

Due October 10, 2026

BILL TO

 Events LLC
Seattle, WA

PROJECT

Club night recap film
Coverage window 10:00 PM – 2:00 AM
Saturday, September 26, 2026
Contract ref. SM-2026-031

LINE ITEMS

DESCRIPTION OF DELIVERABLE	STANDARD	CHARGED
Event filming, 4 hours on site	\$900	\$750
Editing — one 60–90 second recap film	\$500	\$400
Five vertical clips for Reels and TikTok	\$250	\$200
Travel, Bellingham to Seattle round trip	\$150	\$150
Rush delivery, 3 business days	\$300	\$0
	Subtotal	\$1,500
	Deposit paid September 24, 2026	– \$750
AMOUNT DUE		\$750

Client savings on this booking: \$600. First-time client courtesy rate, this event only. Standard rates of \$2,100 apply to future bookings.

HOW TO PAY

Zelle · Venmo · bank transfer
Card by request, 3% processing fee

TERMS

Due by October 10, 2026. Unpaid after 15 days accrues 1.5% per month. Final files released once the balance clears. One revision round included; further rounds \$150. No sales tax included or added.



Suubi Media
Bellingham, WA
nathan@suubimedia.com
suubimedia.com

INVOICE.

NO. 2026-034

Issued October 14, 2026

Due October 28, 2026

BILL TO

[REDACTED]
Bellingham, WA

PROJECT

Business photo library & profile refresh
Half day on site, 4 hours
Tuesday, October 7, 2026
Contract ref. SM-2026-034

LINE ITEMS

DESCRIPTION OF DELIVERABLE	QTY	RATE	AMOUNT
Half-day photography, up to 4 hours on site	1	\$1,000	\$1,000
Additional hour beyond the coverage window	1	\$200	\$200
Vertical set, 9:16 crops of six strongest frames	1	Included	\$0
Google Business Profile rebuild and photo upload	1	\$400	\$400
Extra revision round beyond the one included	1	\$150	\$150
Subtotal			\$1,750
Deposit paid October 1, 2026			– \$875
AMOUNT DUE			\$875

Delivered: 42 edited high-resolution images by private gallery, October 13, 2026. Gallery live 90 days from delivery. Usage: full business and marketing licence including print, web and paid advertising, worldwide, no time limit.

HOW TO PAY

Zelle · Venmo · bank transfer
Card by request, 3% processing fee

TERMS

Due by October 28, 2026. Unpaid after 15 days accrues 1.5% per month. Raw or unedited files are not released. No sales tax included or added.



Suubi Media
Bellingham, WA
nathan@suubimedia.com
suubimedia.com

INVOICE.

NO. 2026-039

Issued November 4, 2026

Due November 18, 2026

BILL TO

██████████ LLC
Attn: ██████████
Whatcom County, WA

PROJECT

Five-page business website + photo day
Stage 2 of 2 — launch
Launched October 30, 2026
Contract ref. SM-2026-039

LINE ITEMS

DESCRIPTION OF DELIVERABLE	QTY	RATE	AMOUNT
Website build, five pages, mobile first, contact form	1	\$2,500	\$2,500
Half-day photo shoot for site imagery, 20 edited frames	1	\$1,000	\$1,000
Copywriting, five pages	1	\$500	\$500
Domain setup, DNS migration, SSL, analytics	1	Included	\$0
Project total			\$4,000
Stage 1 paid at signing, September 22, 2026			– \$2,000
AMOUNT DUE — STAGE 2			\$2,000

Ongoing, billed separately from December 1: care plan at \$150 per month covering hosting, security updates, backups, and up to one hour of content edits. Cancel any time with 30 days notice. **The domain is registered in the client's own name and stays theirs.**

HOW TO PAY

Zelle · Venmo · bank transfer
Card by request, 3% processing fee

TERMS

Due by November 18, 2026. Unpaid after 15 days accrues 1.5% per month. Site files and admin access transfer to the client on final payment. No sales tax included or added.