

Company  
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**Interior Design Company Name**  
Street Address  
City, County, Postcode  
Phone Number  
address@email.com  
interiordesigncompanywebsite.com

Date	Project Name	Task Type	Start Time	Breaks (mins)	End Time	Hours	Hourly Rate	Fee Summary	Invoice #
23/11/23	Chapman Summer Home	Research	12:15 PM	0:30	5:50 PM	5.08	£ 200.00	£ 1,016.67	#1234
24/11/23	Chapman Summer Home	Concept Design	9:00 AM	1:30	3:00 PM	4.50	£ 300.00	£ 1,350.00	#1234
25/11/23	Chapman Summer Home	Design Development	12:30 PM	0:20	5:50 PM	5.00	£ 300.00	£ 1,500.00	#1234
26/11/23	49 Jerry Street	Procurement	2:00 PM	0:00	4:30 PM	2.50	£ 200.00	£ 500.00	#2356
27/11/23	49 Jerry Street	Drawings	10:00 AM	1:00	5:30 PM	6.50	£ 300.00	£ 1,950.00	#2356
28/11/23	Chapman Summer Home	Revisions	3:00 PM	0:00	4:30 PM	1.50	£ 150.00	£ 225.00	#1234
29/11/23	Chapman Summer Home	Project Management	1:00 PM	0:00	2:30 PM	1.50	£ 75.00	£ 112.50	#1234
30/11/23	Chapman Summer Home	Installation	10:40 AM	0:50	3:50 PM	4.33	£ 150.00	£ 650.00	#1234
23/10/23	49 Jerry Street	Sourcing	3:00 PM	0:30	7:20 PM	3.83	£ 300.00	£ 1,150.00	#2356
24/10/23	49 Jerry Street	Concept Design Documentation	9:00 AM	1:30	12:00 PM	1.50	£ 150.00	£ 225.00	#2356
25/10/23	Chapman Summer Home	Renderings	1:00 PM	0:35	4:45 PM	3.17	£ 300.00	£ 950.00	#1234
26/10/23	49 Jerry Street	Phone Consultation	2:00 PM	0:00	3:35 PM	1.58	£ 50.00	£ 79.17	#2356
27/10/23	49 Jerry Street	Concept Design	11:30 AM	1:15	2:30 PM	1.75	£ 300.00	£ 525.00	#2356
28/10/23	49 Jerry Street	Revisions	11:00 AM	0:20	12:25 PM	1.08	£ 150.00	£ 162.50	#2356
29/10/23	49 Jerry Street	Project Management	9:00 AM	0:00	9:40 AM	0.67	£ 75.00	£ 50.00	#2356
30/10/23	Chapman Summer Home	Sample Boards	8:40 AM	0:25	11:50 AM	2.75	£ 200.00	£ 550.00	#1234