

# CONTRACT EMPLOYEE INVOICE

Invoice Number: \_\_\_\_\_ Payment Terms: \_\_\_\_\_

## Contractor Information:

Full Name / Company: \_\_\_\_\_

Government ID / EIN: \_\_\_\_\_

Address: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

## Client Information:

Full Name / Company: \_\_\_\_\_

Government ID / EIN: \_\_\_\_\_

Address: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

## Invoice Details:

Description of Services Provided: \_\_\_\_\_

Hours Worked: \_\_\_\_\_ Hourly Rate (USD): \_\_\_\_\_

Total Amount Due (USD): \_\_\_\_\_

### Clause 1 – Services Rendered

The Contractor agrees to provide the services described in this Invoice to the Client as an independent contractor. The Client agrees to pay the Contractor for said services according to the terms specified herein.

### Clause 2 – Independent Contractor Status

Both parties acknowledge that Contractor is an independent contractor and not an employee of the Client. This Invoice does not create any employer-employee relationship, partnership, joint venture, or agency relationship.

### Clause 3 – Payment Terms

Payment shall be made within the agreed payment terms set forth above. Late payments may be subject to interest at the maximum rate permitted by law.

### Clause 4 – Taxes and Withholdings

Contractor is solely responsible for all federal, state, and local taxes, including income taxes and self-employment taxes arising from the payments received under this Invoice.

### Clause 5 – Confidentiality

Contractor agrees to keep all proprietary information obtained from Client confidential and not disclose such information to any third party without Client's prior written consent.

### Clause 6 – Warranties; Representations

Contractor represents that services will be performed in a professional and workmanlike manner. Except as expressly stated, no other warranties are made, express or implied.

**Clause 7 – Indemnification**

Contractor agrees to indemnify, defend, and hold harmless Client from any claims, damages, liabilities, or expenses arising from Contractor's performance of services.

**Clause 8 – Limitation of Liability**

In no event shall either party be liable to the other for incidental, consequential, special, or punitive damages arising out of this Invoice.

**Clause 9 – Termination**

Either party may terminate this Invoice upon written notice to the other party. Client shall pay Contractor for all services performed through the date of termination.

**Clause 10 – Governing Law**

This Invoice shall be governed by and construed in accordance with the laws of the United States and the applicable state law without regard to conflict of law principles.

**Clause 11 – Dispute Resolution**

Any dispute arising under this Invoice shall be resolved through good-faith negotiation between the parties. If unresolved, parties agree to binding arbitration in a mutually agreed jurisdiction.

**Clause 12 – Entire Agreement**

This Invoice constitutes the entire agreement of the parties relating to the subject matter herein and supersedes all prior agreements or understandings.

**Clause 13 – Amendments**

No amendment or modification to this Invoice shall be valid unless made in writing and signed by both parties.

**Clause 14 – Severability**

If any provision of this Invoice is found to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

**Clause 15 – Assignment**

Neither party may assign or transfer its rights or obligations under this Invoice without the prior written consent of the other party.

**Clause 16 – Notices**

Any notices required or permitted under this Invoice shall be in writing and delivered by hand, certified mail, or electronic means to the addresses set forth above.

**Clause 17 – Waiver**

Failure by either party to enforce any provision of this Invoice shall not be deemed a waiver of future enforcement of that or any other provision.

**Clause 18 – Force Majeure**

Neither party shall be liable for failure or delay in performance due to causes beyond their reasonable control, including natural disasters, war, or governmental actions.

**Clause 19 – Counterparts**

This Invoice may be executed in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute one instrument.

**Clause 20 – Signatures**

The parties have executed this Invoice as of the date of the last signature below by authorized representatives.

**CONTRACTOR'S SIGNATURE**

**CLIENT'S SIGNATURE**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Original source of this document:

<https://contracttemplate-us.com/contract-employee-invoice/>

Did you find this template helpful?

Find more updated templates at:

<https://contracttemplate-us.com/>

[View more templates](#)

This template is intended exclusively for personal, non-commercial use.  
If distributed or published, the source must be mentioned.

This template is provided for guidance only and does not constitute legal advice.  
It is recommended to consult a legal professional for each specific case.