



Acme Studio

BRAND & DIGITAL DESIGN

FROM

Acme Studio LLC

48 Mercer Street

Brooklyn, NY 11201

hello@acmestudio.co

+1 (718) 555-0164

RECORD

- MAR 3
Invoice issued
- MAR 4
Delivered by email
- MAR 12
Reminder scheduled
- MAR 17
Payment due

PROJECT

Engagement **Phase 2 of 3**
PO reference **NW-4471**
Currency **USD**
Spring 2025 rebrand — identity, packaging and launch campaign.

ON ACCOUNT

INV-2025-031 **\$6,400.00**
Paid in full February 4, 2025.
Retainer remaining **\$0.00**

TERMS

Net 14 from the issue date. Overdue balances accrue 1.5% per month. Final artwork and production files release on payment in full.

QUERIES

Dana Whitfield
Studio Director
dana@acmestudio.co
+1 (718) 555-0164

acmestudio.co
EIN 87-2214590

Invoice

NORTHWIND COFFEE ROASTERS

INV-2025-042

ISSUED **March 3, 2025** DUE **March 17, 2025** TERMS **Net 14** PERIOD **Feb 1 – 28, 2025**

SENT

BILL TO

Maya Chen

Operations Director, Northwind Coffee Roasters

1204 NW Flanders St

Portland, OR 97209

maya@northwindcoffee.com

DESCRIPTION	QTY	RATE	AMOUNT
Brand identity system Logo suite, colour palette, typography standards	1	4,800.00	\$4,800.00
Packaging design 12 oz and 2 lb bags, dielines and print spec	3	950.00	\$2,850.00
Art direction Launch campaign photography, two shoot days	2	600.00	\$1,200.00
Brand guidelines 40-page usage manual, print and screen	1	1,250.00	\$1,250.00
Print production management Press check and two proof rounds, Brooklyn Litho	1	850.00	\$850.00
Wholesale sell sheet Two-sided, six SKUs, press-ready artwork	2	420.00	\$840.00
Typeface licensing Three weights, desktop and web, five seats — at cost	1	1,150.00	\$1,150.00
Launch microsite Single page, built and handed to your developer	1	1,600.00	\$1,600.00
Photography licensing Per image — three-year commercial use, at cost	12	85.00	\$1,020.00

Subtotal — 9 items **\$15,560.00**
Retainer applied **-\$3,000.00**
RECEIVED FEB 4, 2025
Sales tax — NY 8.875% **\$1,114.70**

TOTAL DUE

\$13,674.70

Payable by March 17, 2025

HOW TO PAY

Bank transfer

Chase Bank, N.A.
Routing 021000021
Account 789456123
SWIFT CHASUS33

Card

Visa, Mastercard, Amex
A **2.9%** processing fee is added at checkout
Receipt issued automatically

Pay online

pay.acmestudio.co/042
Reference **INV-2025-042**
Apple Pay and bank debit accepted

Quote **INV-2025-042** on every remittance so the payment is applied to the right account. Questions on any line above go to Dana Whitfield, Studio Director, at **dana@acmestudio.co**.