

# Service Fee Breakdown

Date: [Insert Date]

Client Name: [Client Name]

Client Address: [Client Address]

**Dear [Client Name],**

We appreciate your business and are pleased to provide you with a detailed breakdown of the service fees associated with your recent engagement with us.

## **Service Fee Breakdown:**

<b>Description</b>	<b>Amount</b>
Initial Consultation	[\$Amount]
Ongoing Support	[\$Amount]
Additional Services	[\$Amount]

**Total Fee: \$[Total Amount]**

Please feel free to reach out if you have any questions regarding this breakdown or if you require any further assistance.

Thank you for choosing our services.

Sincerely,  
[Your Name]  
[Your Position]  
[Your Company]