

Freelance Work Hours Report

Date: [Insert Date]

Freelancer Name: [Your Name]

Client Name: [Client's Name]

Project: [Project Name]

Work Hours Summary

Date	Hours Worked	Description of Work
[Date 1]	[Hours]	[Task Description]
[Date 2]	[Hours]	[Task Description]
[Date 3]	[Hours]	[Task Description]

Total Hours

Total Hours Worked: [Total Hours]

Payment Details

Hourly Rate: [Hourly Rate]

Total Payment Due: [Total Payment]

Thank you for the opportunity to work on this project. Please let me know if you have any questions or need further information.

Best regards,
[Your Name]
[Your Contact Information]