

RENT INVOICE

Invoice #: _____

Date: _____

[Landlord/Company Name]

[Street Address]

[City, State, Zip]

[Tax ID/VAT Number]

TENANT INFORMATION

[Tenant Name]

[Business Name]

[Unit/Suite Number]

[Phone/Email]

PROPERTY DETAILS

[Property Name/Building]

[Property Address]

Billing Period: _____ to _____

Description	Square Footage	Rate	Amount
Base Rent (Commercial)	_____	_____	_____
Common Area Maintenance (CAM)	-	-	_____
Property Taxes / Insurance Share	-	-	_____
Utilities (Sub-metered/Pro-rata)	-	-	_____

Subtotal: _____

Sales Tax / VAT: _____

Total Due: _____

PAYMENT INSTRUCTIONS

Due Date: _____

Payable to: _____

Bank/Wire Details: _____

Late fees may apply if payment is not received by the due date per the lease agreement.