

# PROPERTY MANAGEMENT

[Management Company Name]  
[Address Line 1]  
[City, State, Zip]

**INVOICE**  
Date: [MM/DD/YYYY]  
Invoice #: [00000]  
Period: [Month, Year]

**BILL TO:**

[Client Name / Entity]  
[Billing Address]  
[City, State, Zip]

**PROPERTY DETAILS:**

[Property Name / Mixed-Use Complex]  
[Physical Address]  
Units: [Residential Count] / [Commercial Count]

| Description                           | Type        | Rate/Qty   | Amount |
|---------------------------------------|-------------|------------|--------|
| Commercial Services                   |             |            |        |
| CAM Charges - Common Area Maintenance | Commercial  | [SqFt / %] | \$0.00 |
| Commercial Management Fee             | Fee         | [%]        | \$0.00 |
| Residential Services                  |             |            |        |
| Residential Leasing/Management        | Residential | [Per Unit] | \$0.00 |

| Description | Type | Rate/Qty | Amount |
|-------------|------|----------|--------|
|-------------|------|----------|--------|

|                             |       |         |        |
|-----------------------------|-------|---------|--------|
| Maintenance Repairs & Labor | Labor | [Hours] | \$0.00 |
|-----------------------------|-------|---------|--------|

|                             |  |  |  |
|-----------------------------|--|--|--|
| Utilities & Shared Expenses |  |  |  |
|-----------------------------|--|--|--|

|                              |        |      |        |
|------------------------------|--------|------|--------|
| Waste Management & Recycling | Shared | Flat | \$0.00 |
|------------------------------|--------|------|--------|

|                            |        |          |        |
|----------------------------|--------|----------|--------|
| Landscaping & Snow Removal | Shared | Contract | \$0.00 |
|----------------------------|--------|----------|--------|

Subtotal: \$0.00

Tax (if applicable): \$0.00

**TOTAL DUE: \$0.00**

**Payment Terms:** Net [30] Days. Please make checks payable to "[Company Name]".

Notes: Mixed-use breakdown based on [Square Footage/Agreed Ratio] allocation.