

[PROPERTY MANAGEMENT COMPANY]

[Street Address]
[City, State, Zip]
[Phone Number]

INVOICE

Date: [MM/DD/YYYY]
Invoice #: [000000]

BILL TO:

[Tenant Name]
[Property Address]
[Unit Number]
[City, State, Zip]

PROPERTY MANAGED:

[Property Name/Building]
Account Reference: [ID-000]

Description	Period	Amount
Monthly Rent	[Month, Year]	\$0.00
Parking Fee	[Month, Year]	\$0.00
Utilities (RUBS/Flat Rate)	[Month, Year]	\$0.00

Description	Period	Amount
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Late Fees / Other Charges	-	\$0.00
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Subtotal: \$0.00
Tax: \$0.00
Total Due: \$0.00

Payment Instructions: Please make checks payable to [Payee Name]. Include Invoice # on the memo line. Online payments can be made via the Resident Portal.

Due Date: Payment is due by the 1st of the month. Late fees apply after the 5th.