

INTERIM LEASE INVOICE

[Landlord Company Name]
[Address Line 1]
[Address Line 2]

Invoice #: _____
Date: _____
Due Date: _____

TENANT:

[Tenant Company Name]
[Suite/Unit Number]
[Property Address]

LEASE TERMS:

Interim Period: [Start Date] to [End Date]
Full Monthly Rate: \$ _____
Calculation Method: [Prated/Daily/Standard]

This invoice covers a partial billing cycle or mid-month adjustment period.

| Description of Charges | Full Mo. Rate | Days/Ratio | Amount |
|-------------------------------|---------------|------------|--------|
| Pro-rated Base Rent | \$ | | \$ |
| Common Area Maintenance (CAM) | \$ | | \$ |
| Property Taxes / Insurance | \$ | | \$ |

| Description of Charges | Full Mo. Rate | Days/Ratio | Amount |
|------------------------|---------------|------------|--------|
|------------------------|---------------|------------|--------|

Utility Surcharges / Other

\$

\$

Subtotal: \$ _____

Tax/VAT: \$ _____

TOTAL DUE: \$ _____

Payment Instructions:

Please make checks payable to: [Payee Name]

ACH/Wire Transfer: [Routing/Account Details]

Late fees may apply if payment is received after the due date.