

INVOICE

Property Management Services

Invoice #: _____

Date: _____

PROPERTY MANAGER / AGENCY

[Company Name]
[Street Address]
[City, State, Zip]
[Phone / Email]

CLIENT / PROPERTY OWNER

[Owner Name]
[Mailing Address]
[City, State, Zip]

PROPERTY MANAGED

[Service Property Address / Unit Number]

Service Description	Qty/Hrs	Rate	Amount
Monthly Management Fee	1	\$0.00	\$0.00
Leasing / Placement Fee	-	\$0.00	\$0.00
Maintenance Coordination	-	\$0.00	\$0.00

Service Description	Qty/Hrs	Rate	Amount
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Other: _____	-	\$0.00	\$0.00
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Subtotal: \$0.00
Tax: \$0.00
Total Due: \$0.00

NOTES & PAYMENT INSTRUCTIONS

Please make checks payable to **[Company Name]**.
Payment is due within [Number] days of invoice date.