

TAX INVOICE

[Brokerage Name]
[Street Address]
[City, State, Zip]
[Tax ID / EIN]

Invoice #: [00000]

Date: [MM/DD/YYYY]

Due Date: [MM/DD/YYYY]

BILL TO

[Client Name/Entity]
[Attention To]
[Client Address]
[Client City, State, Zip]

PROPERTY / TRANSACTION

Property: [Property Name/Address]
Type: [Lease / Sale / Consulting]
Closing Date: [MM/DD/YYYY]

Description of Services	Transaction Value	Rate (%)	Amount
[Brokerage Commission - Primary Fee] [Details: Suite # / Floor / Square Footage]	[\$0.00]	[0.00]%	[\$0.00]
[Administrative / Marketing Reimbursement]	-	-	[\$0.00]

Subtotal: [\$0.00]
Tax ([0] %): [\$0.00]

Total Due: \$[0.00]

PAYMENT INSTRUCTIONS

Wire Transfer: Bank: [Name] | Account: [Number] | Routing: [Number]

Check: Please make checks payable to [Brokerage Name]

Thank you for your business.