

# COMMISSION INVOICE

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

Invoice #: \_\_\_\_\_  
Date: \_\_\_\_\_  
Due Date: \_\_\_\_\_

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## BILL TO

[Client Name / Entity]  
[Attn: Contact Person]  
[Billing Address]  
[City, State, Zip]

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## PROPERTY / TRANSACTION DETAILS

**Property:** [Property Name/Address]  
**Transaction Type:** [Lease / Sale]  
**Closing/Effective Date:** \_\_\_\_\_

Description	Transaction Value	Rate (%)	Amount
[Specific Phase, e.g., First Installment / Full Commission]	\$ _____	_____ %	\$ _____
[Additional Services/Admin Fees]	-	-	\$ _____

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Subtotal: \$ \_\_\_\_\_  
Tax (if applicable): \$ \_\_\_\_\_

Total Due: \$ \_\_\_\_\_

**WIRE TRANSFER / PAYMENT INSTRUCTIONS**

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Bank Name: [Bank Name]  
Account Name: [Account Name]  
Routing Number: [Routing #]  
Account Number: [Account #]

Thank you for your business.