

# COMMISSION INVOICE

Invoice #: \_\_\_\_\_

Date: \_\_\_\_\_

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## AGENT / AGENCY INFO

[Name]

[Address Line 1]

[City, State, Zip]

[Email/Phone]

## BILL TO (PRINCIPAL/CLIENT)

[Company Name]

[Address Line 1]

[City, State, Zip]

[Tax ID/VAT]

Booking Ref / Guest Name	Service Date	Booking Total	Rate (%)	Commission Due

Subtotal: \$0.00

Tax: \$0.00

Total Commission Payable: \$0.00

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## PAYMENT INSTRUCTIONS

Bank: [Bank Name]

Account Name: [Account Name]

Account Number/IBAN: [Number]

Swift/BIC: [Code]

## NOTES

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Terms: Payment due within [X] days. Thank you for your business.