

COMMISSION INVOICE

[Brokerage Name]
[Address Line 1]
[Address Line 2]
Tax ID: [00-0000000]

Invoice #: [0000]
Date: [MM/DD/YYYY]

BILL TO:

[Client Name or Closing Agent]
[Company Name]
[Address Line 1]
[City, State, Zip]

AGENT INFORMATION:

[Listing/Tenant Agent Name]
[License Number]
[Phone Number]
[Email Address]

TRANSACTION DETAILS:
Property: [Property Name / Address]
Transaction Type: [Sale / Lease / Renewal]
Closing/Execution Date: [Date]

Description	Basis (Sale Price / Total Lease Value)	Rate (%)	Amount
[Phase/Installment Description]	[\$[0.00]]	[0.00]%	[\$[0.00]]

Description	Basis (Sale Price / Total Lease Value)	Rate (%)	Amount
[Additional Fees/Marketing Reimbursement]	-	-	[\$[0.00]

Subtotal: \$[0.00]
Sales Tax (if applicable): \$[0.00]
Total Due: \$[0.00] USD

PAYMENT INSTRUCTIONS:

Please make checks payable to: **[Brokerage Name]**
For Wire Transfers: [Bank Name] | Account: [000000000] | Routing: [000000000]
Payment is due within [Number] days of closing/receipt.