INVOICE

PAST DUE NOTICE

[Property Management Company Name]
[Address Line 1]
[City, State, Zip]
[Phone Number]

TO (Tenant):
[Business Name]
[Contact Name]
[Suite/Unit Number]
[Property Address]

Invoice #: [00000]
Date Issued: [Date]
Original Due Date: [Date]
Days Delinquent: [Number]

Description of Charges	Period	Amount
Base Commercial Rent	[Month, Year]	$0.00
Common Area Maintenance (CAM)	[Month, Year]	$0.00
Late Payment Fee	-	$0.00
Interest Charges ([%] APR)	-	$0.00

Subtotal: $0.00
Total Penalties: $0.00

TOTAL AMOUNT DUE: $0.00

Payment Instructions:
Please remit payment immediately to avoid further legal action or lease termination. Make all checks payable to **[Entity Name]**.

Note: This is a formal demand for payment regarding your commercial lease delinquency.