INVOICE

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

PAST DUE

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

Bill To:
[Homeowner Name]
[Property Address]
[Lot/Unit Number]

HOA Name:
[Association Name]
Due Date:
[MM/DD/YYYY]

Description of Assessment/Fee	Period	Amount
Regular HOA Monthly Dues	[Month/Year]	$0.00
Late Fee / Administrative Penalty	-	$0.00
Interest Charges	-	$0.00
Previous Unpaid Balance	-	$0.00

Subtotal: $0.00

Total Due: $0.00

Notes: Please remit payment immediately to avoid further legal action or liens against the property. Make checks payable to **[Association Name]**.

Thank you for your prompt attention to this matter.