

COMMERCIAL PROPERTY RENT & LEASE RECEIPT

Official Acknowledgement of Payment

Receipt No:

Date:

Lease

Agreement:

Payment

Period:

Lessor (Landlord)

Company:

Name:

Address:

Contact:

Lessee (Tenant)

Company:

Name:

Premises/Suite:

Contact:

PAYMENT DESCRIPTION	AMOUNT
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Base Rent	-----
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Common Area Maintenance (CAM)	-----
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Utility Charges	-----
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PAYMENT DESCRIPTION

AMOUNT

Property Taxes / Insurance Portion

Late Fees / Other Charges

Total Paid Amount

Method of Payment:

- Check (No: _____)
- Bank Wire / ACH
- Credit Card
- Other

Payment

Notes/Reference:

Authorized Representative / Lessor Signature

Lessee / Recipient Acknowledgment Signature