
INVOICE

Invoice No:

Date:

Due Date:

PROPERTY OWNER / CLIENT

Name:

Billing Address:

Phone/Email:

MANAGED PROPERTY

Property ID:

Address:

Unit/Suite:

Service Period:

DESCRIPTION OF SERVICES	QTY / %	RATE	AMOUNT

Subtotal:

Tax / VAT:

Total Due:

PAYMENT TERMS & INSTRUCTIONS

Payment Method:

Bank Name / Routing:

Account Number:

Notes/Late Fees Term:

Prepared By (Property Manager)

Approved By (Property Owner)

Thank you for your business!