

RENT INVOICE

RECURRING PAYMENT

LANDLORD / PROPERTY MANAGER

Name:

Phone:

Email:

Address:

TENANT INFORMATION

Tenant Name:

Phone:

Email:

Unit Number:

Invoice Number:

Invoice Date:

Billing Period:

Due Date:

DESCRIPTION	UNIT PRICE	AMOUNT
Base Rent - Unit:
Parking Fee
Utility Charge (Water/Sewer/Trash)
Other:

PAYMENT INSTRUCTIONS

Bank Name:

Account Name:

.....
Routing Number:

.....
Account Number:

.....
Payment Notes:

.....

Subtotal:

.....
Discount:

.....
Total Due:

TERMS & CONDITIONS

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1. Rent is due on or before the due date specified above.
 2. Any payments received after the grace period may be subject to late fees as outlined in the lease agreement.
 3. Please ensure all payments include the unit number and tenant name in the reference/memo field.
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Thank you for your prompt payment!