

Rental Invoice

Landlord/Property Manager:

ABC Property Management
123 Main Street
Metropolis, State 54321
Phone: (555) 123-4567
Email: info@abcproperty.com

Invoice #: 2024-001
Date: June 1, 2024
Due Date: June 5, 2024

Billed To:

XYZ Enterprises
789 Commerce Blvd, Suite 200
Metropolis, State 54321
Contact: John Doe
Email: johndoe@xyzenterprises.com

Description	Unit	Rate	Amount
Monthly Rent: Suite 200, Commercial Office Space	June 2024	\$2,000.00	\$2,000.00
Common Area Maintenance (CAM) Fee	June 2024	\$250.00	\$250.00
Property Tax (Allocated)	June 2024	\$100.00	\$100.00
Total Amount Due			\$2,350.00

Payment Terms: Net 5 days. Please remit payment by June 5, 2024.

Payment Instructions:

Make check payable to **ABC Property Management** and mail to the address above.
For electronic payment, use ACH Transfer:
Account Name: ABC Property Management
Bank: Metropolis Bank
Routing Number: 012345678
Account Number: 9876543210

Thank you for your business!