

# Rental Invoice and Receipt Form

Date: \_\_\_\_\_

## Landlord Details

Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_

## Tenant Details

Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_

## Rental Details

Property Address: \_\_\_\_\_

Rental Period: From \_\_\_\_\_ to \_\_\_\_\_

Monthly Rent: \_\_\_\_\_ (Currency: \_\_\_\_\_)

Other Charges: \_\_\_\_\_

Total Amount Paid: \_\_\_\_\_

## Payment Details

Payment Method: \_\_\_\_\_ Transaction/Ref No: \_\_\_\_\_

## Remarks/Notes

Received By (Landlord): \_\_\_\_\_ Date: \_\_\_\_\_

Issued To (Tenant): \_\_\_\_\_ Date: \_\_\_\_\_

**Note:** This invoice and receipt serves as an official record of rental payment. Please retain for your records.