

[SENDER.FirstName] [SENDER.LastName]
[SENDER ADDRESS]
[SENDER CITY STATE ZIP]

RENTAL INVOICE

[SIGNER.FirstName] [SIGNER.LastName]

Acct No.: [ACCOUNT NO]

Attn: [SIGNER CONTACT NAME]

Invoice Date: [DATE]

[ADDRESS]
[CITY STATE ZIP]
[EMAIL]

Payment Due: [AMOUNT DUE]

Balance Forward \$[BALANCE FWD]

Base monthly rent \$[BASE]

Telephone charge [TELEPHONE]

Internet access charge [INTERNET]

Common area maintenance

[PERCENT]% of [TOTAL COMMON AREA] [COMMON AREA]

Miscellaneous charge(s)

[MISC ITEM 1] [MISC CHG 1]

[MISC ITEM 2] [MISC CHG 2]

[MISC ITEM 3] [MISC CHG 3]

TOTAL DUE BY [DUE DATE] [AMOUNT DUE]