

INVOICE

Robert Jones

property-management@domain.com

(XXX)-555-XXXX

Bill To:

John Smith

123 Main Street, Anytown, CA 90001

john.smith@domain.com

(XXX)-555-XXXX

Invoice

#INV-000101

Issued Date:

02/20/2025

Balance Due:

\$590

Services	QTY	Price	Total
Processing and paperwork for lease renewals.	1	\$150	\$150
Background checks and credit reports for potential tenants.	1	\$75	\$75
Reviewing rental applications to ensure compliance with criteria.	1	\$50	\$50
Drafting lease agreements for new or renewing tenants.	1	\$100	\$100
Monthly rent collection and record-keeping services.	1	\$200	\$200
		Subtotal:	\$575
		Tax:	\$15
		Total:	\$590

Terms & Conditions:

Payment Due Upon Receipt.

Please choose one of the following payment methods:

Check: Robert Jones 123 Main Street, Anytown, CA 90001

Zelle: Robert Jones (XXX)-555-XXXX/robert.jones@domain.com

Venmo: @Robert-Jones

[Click here to create your INVOICE](#)