

Monthly Water & Electricity Invoice

Invoice No: _____

Date Issued: _____

Billing Period: _____

Billed To:

Name: _____

Address: _____

Contact: _____

Utility Usage Summary

Utility	Previous Reading	Current Reading	Unit Consumed	Rate per Unit	Subtotal
Water	_____	_____	_____	_____	_____
Electricity	_____	_____	_____	_____	_____

Totals

Water Charges	_____
Electricity Charges	_____
Total Amount Due	_____

Payment Instructions

Bank Account/Payment Method: _____

Due Date: _____

Contact Info

Company/Utility Provider: _____

Email: _____

Phone: _____

Notes:
