

Commercial Rent Billing Statement

Landlord Information

Landlord Name
Company / Entity Name
Address
Contact Phone/Email

Tenant Information

Tenant Name
Company / Entity Name
Leased Premises Address
Contact Phone/Email

Invoice Details

Invoice Number
Billing Date
Rent Period (e.g., June 2024)
Due Date

Charges Breakdown

Description	Period	Amount
Base Rent	e.g., June 2024	
CAM Charges	e.g., June 2024	
Property Taxes	e.g., June 2024	
Insurance	e.g., June 2024	
Other		

Subtotal

Less Previous Payments

Late Fees

Total Due

Payment Instructions

Bank Name / Account No. / Payment Reference

Remittance Instructions or Notes

Thank you for your prompt payment.

Please contact us if you have any questions about this statement.