|  |
| --- |
| **Company Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Company Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Company Website: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**PROPERTY MAINTENANCE INVOICE**

Invoice #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| BILL TO: |  |
| Name: | Street: |
| Email: | City, State: |
| Phone: | ZIP Code: |
|  |  |
| PRODUCTS / PARTS |
| Description | Quantity | Unit Cost  | Amount |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  | **TOTAL PRODUCTS** |  |
|  |  |  |  |
| LABOR |
| Description | Hours | Rate ($/hr) | Amount |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Notes / Special Instructions: |  | **TOTAL LABOR** |  |
|  |  | Subtotal |  |
|  |  | Sales Tax |  |
| Payment is due on: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (mm/dd/yyyy) | TOTAL |  |