

ACME Facility Services

123 Main Street
Springfield, USA
Phone: (555) 123-4567
Email: info@acmefacility.com

Recurring Maintenance Services
Invoice

Bill To:
John Doe
XYZ Retail, Inc.
456 Market Avenue
Springfield, USA
john.doe@xyzretail.com
Invoice #: RM-2024-0428
Date: June 15, 2024
Due Date: June 30, 2024
Service Period: June 2024

Description	Frequency	Unit Price	Qty	Amount
HVAC Preventive Maintenance	Monthly	\$200.00	1	\$200.00
Janitorial Services	Weekly	\$75.00	4	\$300.00
Landscaping	Biweekly	\$90.00	2	\$180.00
Subtotal			\$680.00	
Tax (8%)			\$54.40	
Total Due			\$734.40	

Payment Instructions:
Please remit payment via bank transfer to:
ACME Facility Services, Routing: 000111222, Account: 9876543210.

- Important Notes:
- This invoice covers recurring maintenance services as per our agreement.
 - Please notify us within 7 days of receipt if any discrepancies are found.
 - Ensure payment is made by the due date to avoid late fees.
 - Contact your account representative for any questions about this invoice.