

Invoice

Vendor Name	SmartOffice Services
PO Reference	PO-4567
Contract Start Date	01-Apr-2025
Contract End Date	09-Apr-2025
Payable Amount	50000.0
Billing Frequency	MONTHLY
Next Billing Date	08-Apr-2025
Vendor Name	SmartOffice Services

This is a gentle reminder that your contract is due for renewal. Kindly ensure payment is made before the due date to avoid service interruption.

Thank You for the Business!