

Date: [Statement Date]

To: [Owner Name]

Property: [Property Name/Address]

Dear [Owner Name],

Please find your monthly owner statement for the period of [Start Date] to [End Date] summarized below.

### Monthly Summary

- **Gross Rental Income:** \$[Amount]
- **Total Expenses/Fees:** -[Amount]
- **Net Owner Payout:** \$[Amount]

### Detailed Activity

| Date   | Description                     | Income     | Expense    |
|--------|---------------------------------|------------|------------|
| [Date] | Rental Revenue: [Guest Name]    | [\$Amount] | -          |
| [Date] | Management Fee ([%])            | -          | [\$Amount] |
| [Date] | Cleaning/Maintenance: [Service] | -          | [\$Amount] |

The net funds of **[\$Amount]** have been initiated via [Payment Method] and should arrive in your account within [Number] business days.

If you have any questions regarding these transactions or upcoming bookings, please contact us at [Phone Number] or [Email Address].

Best regards,

[Your Name/Company Name]

[Website Address]