STATEMENT

Account billing statement

Statement no. _____

Statement date _____

Payment due _____

FROM

Business name

Address

Accounts contact

STATEMENT FOR

Customer name

Address

Account number

STATEMENT PERIOD — FROM

STATEMENT PERIOD — TO

Opening balance _____

DATE	REFERENCE	DESCRIPTION	CHARGES	PAYMENTS	BALANCE

Closing balance due _____

Aged breakdown of the closing balance

CURRENT	1–30 DAYS	31–60 DAYS	61–90 DAYS	90+ DAYS

NOTES