

STATEMENT OF ACCOUNT

With detachable remittance slip

Statement no.

Statement date

Payment due

FROM

Business name

Address

Accounts contact

STATEMENT PERIOD — FROM

Opening balance

STATEMENT FOR

Customer name

Address

Account number

STATEMENT PERIOD — TO

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

Detach and return this portion with your payment

ACCOUNT / CUSTOMER NAME

STATEMENT NUMBER

AMOUNT ENCLOSED

PAYMENT DATE