STATEMENT

YOUR COMPANY LOGO & NAME

Your full Company postal address
Your Telephone number
Your Fax number
Your Website and Email information

TO:

A/C REF:

DATE:

PAGE:

TERMS: STRICTLY 30 DAYS FROM DATE OF INVOICE

DATE	REF.	DETAILS	DEBIT	CREDIT

CURRENT	30 DAYS	OVERDUE - IMMEDIATE PAYMENT PLEASE		

AMOUNT DUE

STATEMENT SHOWS OUTSTANDING INVOICES ONLY. MONIES RECEIVED AFTER STATEMENT DATE WILL BE TAKEN OFF NEXT STATEMENT.

REMITTANCE ADVICE

YOUR COMPANY LOGO & NAME

Your full Company postal address
Your Telephone number
Your Fax number
Your Website and Email information

TO:

A/C REF:

DATE:

PAGE:

Please return this remittance advice with payment

DATE	DETAILS	DEBIT	CREDIT

AMOUNT DUE

Please return this remittance advice with payment

TERMS: STRICTLY 30 DAYS FROM DATE OF INVOICE