

# Annual Account Payment Settlement Statement

For the Period: 1 January 2023 – 31 December 2023

## ACCOUNT HOLDER DETAILS

**Name:** John Doe

**Account No:** 123456789

**Statement Date:** 18 Jan 2024

**Address:** 742 Evergreen Terrace, Springfield

**Email:** johndoe@email.com

## SUMMARY OF ANNUAL TRANSACTIONS

DATE	DESCRIPTION	DEBIT (Â)	CREDIT (+)	BALANCE
03 Jan 2023	Opening Balance		5,000.00	5,000.00
14 Feb 2023	Annual Subscription Fee	240.00		4,760.00
29 Apr 2023	Payment from ABC Ltd		1,200.00	5,960.00
19 Jul 2023	Online Transfer	620.00		5,340.00
09 Oct 2023	Interest Credit		105.50	5,445.50
28 Dec 2023	Payment to XYZ Inc.	1,100.00		4,345.50

## ANNUAL SETTLEMENT SUMMARY

Total Credits	6,305.50
Total Debits	1,960.00
Closing Balance	4,345.50

## AUTHORIZED SIGNATORY

\_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_

## Important Notes:

- This statement is generated for informational purposes and may be used for annual financial reconciliation.
- Please verify all transactions and report discrepancies within 30 days of receipt.
- This document does not serve as an invoice or a tax certificate.
- Retain this statement for your records and future reference.
- Contact your account manager for clarification on any item listed.