

Detailed Account Payment Settlement Sheet

Reference No.:	APS-2024-001	Date:	2024-06-27
Account Name:	ABC Enterprises Ltd.	Account No.:	2201456
Period Covered:	01/06/2024 - 25/06/2024	Prepared By:	John Doe
Settlement Method:	Bank Transfer	Bank Details:	XYZ Bank, Acc#: 5566778899

Payment Details

#	INVOICE NO.	DATE	DESCRIPTION	AMOUNT (USD)	AMOUNT PAID	BALANCE
1	INV-1005	04/06/2024	Product Supply	1,500.00	1,500.00	0.00
2	INV-1010	13/06/2024	Service Charges	800.00	800.00	0.00
3	INV-1015	20/06/2024	Maintenance	400.00	350.00	50.00
4	INV-1021	25/06/2024	Consulting	2,200.00	2,200.00	0.00
TOTAL				4,900.00	4,850.00	50.00

Prepared By

Approved By

Received & Checked By

- Ensure all invoices and payments listed are accurate and match supporting documents.
- This document serves as an official record of account settlement between parties.
- Any discrepancies should be reported within 5 working days of receipt.
- Retain a signed copy for both payer and payee's accounting records.