

# Billing Statement

## Company Name

1234 Main St.  
City, State ZIP  
Phone: (123) 456-7890  
Email: info@company.com

**Statement Date:** 2024-06-29

**Statement No.:** 000123

## Bill To

John Doe  
789 Client Ave.  
Townsville, State ZIP  
Phone: (987) 654-3210  
Email: johndoe@email.com

Date	Description	Reference	Amount
2024-06-01	Website Design Services	INV-1456	\$1,200.00
2024-06-10	Hosting (June 2024)	INV-1467	\$80.00
2024-06-15	Content Update	INV-1490	\$150.00

<b>Subtotal</b>	\$1,430.00
<b>Tax (10%)</b>	\$143.00
<b>Total Due</b>	<b>\$1,573.00</b>

## Important Notes

- Payment is due within 30 days of the statement date unless otherwise agreed.
- Please reference the Statement Number when making payments.
- Contact support for any discrepancies within 7 days of receipt.
- This document serves as a summary of outstanding and recent charges.