

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

Subtotal	\$1,430.00
Tax (10%)	\$143.00
Total Due	\$1,573.00

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.