

# Remittance Advice Memo

Date: June 12, 2024

Remittance No.: RA-00234

To: Acme Supplies Ltd.

Address: 123 Industry Road, Cityville

From: John Doe, Finance Dept.

Company: Delta Corp

## Payments Details

Invoice Number	Invoice Date	Description	Amount Paid
INV-1021	2024-05-25	Office Stationery Supplies	\$550.00
INV-1056	2024-06-02	Cleaning Equipment	\$275.50
<strong>Total Amount Paid</strong>			<strong>\$825.50</strong>

Payment Method: Bank Transfer

Reference/Notes: Payment covers invoices listed above. Please confirm receipt.

## Important Notes

- This remittance advice serves as confirmation of payment for the stated invoices.
- Always verify all payment details are correct before filing.
- Keep this memo for your accounting records and future reconciliation.
- Contact the sender immediately if any discrepancies are found.