

ABC Trading Co.

24, Market Street, Suite 302

New City, Country 12345

Phone: +123 4567 8901

Email: accounts@abctrading.com

Debit Note No: DN2024-0876

Date: 2024-06-15

Reference: INV/2024/1189

Bill To:

M/s XYZ Distributors

51, Commerce Avenue, Floor 5

Old Town, Country 54321

Phone: +123 9876 5432

Email: finance@xyzdistributors.com

Description of Transaction

S/N	Description	Quantity	Unit Price	Amount
1	Short Supply - Product A (Shipment #PA2024-47)	30 units	USD 50.00	USD 1,500.00
2	Under-invoiced Charges - Handling Fees	1 Lot	USD 120.00	USD 120.00

Subtotal USD 1,620.00
VAT @ 5% USD 81.00
Total Amount **USD 1,701.00**

Reason for Debit Note:

Adjustment for short supply and under-invoiced charges as per related invoice and supporting documents.

Authorized Signatory

Date: 2024-06-15

- This Debit Note serves as an official request for payment in respect of the above mentioned shortfall or adjustment.
- Payment is due within 15 days of receipt unless otherwise mutually agreed.
- Ensure reference to this Debit Note number on all correspondence and payments.
- For queries, contact the Accounts Department at the details provided above.