

Official Monthly Invoice Payment Statement

Company Name: Acme Corp Ltd.

Address: 123 Main Street, City, Country

Email: billing@acmecorp.com

Phone: +1 234 567 8900

Client Name: John Doe Company

Address: 456 Market Ave, Suite 210, City, Country

Email: accounts@johndoe.com

Phone: +1 210 555 2345

Statement No: INV-2024-001

Statement Date: 30 June 2024

Period Covered: 01 June 2024 – 30 June 2024

Due Date: 15 July 2024

Invoice Details

Invoice #	Date Issued	Description	Amount (USD)	Status	Date Paid
INV-907	03 Jun 2024	Web Development Services	1,200.00	Paid	10 Jun 2024
INV-921	17 Jun 2024	Monthly Maintenance	300.00	Unpaid	-
INV-935	28 Jun 2024	Consultation	500.00	Unpaid	-

Total Invoiced: \$2,000.00

Total Paid: \$1,200.00

Total Outstanding: \$800.00

Important Notes

- This statement summarizes all invoice and payment activity for the month indicated above.
- Please settle outstanding payments by the due date to avoid service interruptions or late fees.
- Contact the billing department immediately if there are any discrepancies.
- This document serves as an official financial record for both parties.
- Keep this statement for your tax and accounting records.