

Itemized Billing Statement

Bill To:

Client Name
Address Line 1
Address Line 2
City, State ZIP
Phone: (xxx) xxx-xxxx
Email: client@email.com

Statement Details:

Statement #: 004512
Date Issued: 2024-06-11
Due Date: 2024-06-25

Itemized Charges

Description	Qty	Unit Price	Amount
Consultation Fee	2	\$100	\$200
Material Cost	10	\$15	\$150
Labor (5 hrs)	5	\$35	\$175
Subtotal			\$525
Tax (8%)			\$42
Total Due			\$567

Payment Instructions

Bank: National Bank
Account Name: ABC Company
Account Number: 9876543210
Please reference the statement number when making payment.

Important Notes

- This itemized billing statement provides a detailed breakdown of all charges incurred.
- Verify all items and contact us within 7 days if any discrepancies are found.
- Payment is due by the indicated due date to avoid late fees or service interruptions.
- Keep this statement for your records and for any future correspondence.