

Statement of Account

For Payment

Account No: #SOA-2024-027

Billing Period: June 1, 2024 – June 20, 2024

Date: 2024-06-21

Due Date: July 5, 2024

Billed To:

John Doe Enterprises
123 Main Street
Springfield, XY 54321
Billing Contact: John Doe
Email: billing@johndoe.com

Description	Reference	Qty	Unit Price	Amount
Website Maintenance (June)	INV-1021	1	\$5,000.00	\$5,000.00
Email Hosting (20 accounts)	INV-1022	20	\$250.00	\$5,000.00
Domain Renewal	INV-1023	1	\$1,200.00	\$1,200.00
TOTAL AMOUNT DUE				\$11,200.00

Important Notes:

- This Statement of Account summarizes all transactions and amounts due for the specified billing period.
- Please verify all information. Contact billing@johndoe.com within 7 days for discrepancies.
- Payments made after the due date may be subject to late payment charges.
- This document is not a receipt. Official receipt will be issued upon payment confirmation.