

# Credit Card Statement

**Cardholder Name:** John Doe

**Card Number:** XXXX-XXXX-XXXX-1234

**Statement Period:** 01 May 2024 - 31 May 2024

**Bank Name:** XYZ Bank Limited

**Account Number:** 00123456789

**Statement Date:** 01 June 2024

## Transaction Details

Date	Description	Merchant	Category	Location	Reference	Amount (USD)
02 May 2024	Online Purchase	Amazon	Shopping	Seattle, WA	TXN1023321	120.45
05 May 2024	Restaurant	Olive Garden	Dining	Portland, OR	TXN1024682	54.80
10 May 2024	Flight Booking	Delta Airlines	Travel	Atlanta, GA	TXN1025899	390.00
16 May 2024	Fuel	Shell	Transportation	San Jose, CA	TXN1026741	43.10
22 May 2024	Supermarket	Walmart	Groceries	San Jose, CA	TXN1029012	220.75
29 May 2024	Hotel	Marriott	Accommodation	San Francisco, CA	TXN1031224	560.00

## Summary

**Previous Balance:**

1,020.00 USD

**Total Payments:**

800.00 USD

**New Balance:**

1,609.10 USD

**Total Credits:**

0.00 USD

**Total Debits:**

1,389.10 USD

**Minimum Payment Due:**

80.00 USD (by 25 June 2024)

## Important Notes

- Verify all transactions for accuracy and report any discrepancies to the bank within 7 days of statement date.
- This document is intended for audit and reference purposes; it may not reflect the most current available balance.
- Ensure supporting receipts or invoices are maintained for all expense claims and reconciliations.
- Personal and business expenses should be clearly categorized for compliance review.
- Late payment may incur additional interest and penalties as per cardholder agreement.

