

Standard Credit Card Statement Submission Format

Cardholder Name: John Doe **Account Number:** XXXX-XXXX-XXXX-1234 **Billing Period:** 01 May 2024 - 31 May 2024
Statement Date: 01 June 2024 **Payment Due Date:** 15 June 2024

Statement Summary

Previous Balance	\$1,000.00	New Charges	\$500.00
Payments	-\$400.00	Fees/Interest	\$25.00
New Balance	\$1,125.00	Minimum Payment Due	\$56.25

Transaction Details

Date	Description	Reference	Amount
02 May 2024	Purchase: Bookstore	TX12345678	\$40.00
10 May 2024	Purchase: Supermarket	TX12348901	\$60.00
15 May 2024	Payment Received	TX12350123	-\$400.00
18 May 2024	Purchase: Online Store	TX12355789	\$200.00
28 May 2024	Interest Charge	TX12359012	\$25.00
31 May 2024	Purchase: Gas Station	TX12360456	\$200.00

Important Notes

- Ensure all transactions listed are valid and report discrepancies within the specified period.
- Retain a copy of this statement for your records and future reference.
- Payments made after the 'Payment Due Date' may incur additional interest and late fees.
- Submission of altered or incomplete statements may result in delays or rejection.
- Black out/obscure any sensitive information not relevant to your submission as required.