

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.