

Credit Note Ledger

Company Name:

ABC Traders Pvt. Ltd.

Customer Name:

XYZ Supplies

Address:

123 Example Street, Metro City

Credit Note No.:

CN-2024-0025

Date:

2024-06-17

Reference Invoice:

INV-2024-1502

S/N	Date	Particulars	Amount (USD)	Remarks
1	2024-06-15	Return of Damaged Goods	250.00	Received in good order
2	2024-06-16	Rate Difference Adjustment	80.00	Price correction
Total			330.00	

Important Notes:

- Credit notes must reference the original invoice for which the credit is being issued.
- This ledger acts as a record for all credit notes issued to the customer.
- Ensure all entries are authorized and supported by proper documentation.
- Retain copies for accounting and audit purposes.