

Simplified Ledger Statement CSV Template

Date	Description	Reference	Debit	Credit	Balance
2024-06-01	Opening Balance	REF0001			1000.00
2024-06-02	Invoice Payment	INV1357	200.00		800.00
2024-06-05	Received Funds	RCPT2468		500.00	1300.00
2024-06-09	Bank Fees	FEE333	10.00		1290.00
2024-06-10	Payment to Vendor	PAY007	300.00		990.00

Important Notes:

- Use ISO date format (YYYY-MM-DD) for consistency.
- Enter positive amounts only; leave Debit or Credit blank where not applicable.
- Balance should be calculated after each transaction row.
- Description and Reference fields help in tracking the details of each entry.
- Do not leave blank rows in the CSV file.