

Standard Sales Ledger

Customer Account Statement

Customer Name: John Smith

Customer ID: CUST-2048

Address: 456 Elm Avenue, Citytown

Ledger Period: 01-Jun-2024 to 30-Jun-2024

Statement Date: 30-Jun-2024

Date	Invoice No.	Description	Debit (Sales)	Credit (Payment)	Balance
01-Jun-2024	INV-1501	Product Purchase	500.00		500.00
10-Jun-2024	INV-1517	Product Purchase	850.00		1350.00
15-Jun-2024	PAY-052	Payment Received		800.00	550.00
25-Jun-2024	INV-1530	Service Fee	250.00		800.00
28-Jun-2024	PAY-061	Payment Received		400.00	400.00

Total Sales (Debit): 1,600.00 **Total Payments (Credit):** 1,200.00 **Outstanding Balance:** 400.00

Important Notes

- The ledger records all sales and payments for each customer within the specified period.
- Ensure all transaction entries are accurate and supported by relevant documents.
- Outstanding balances should be reviewed and followed up regularly.
- This document serves as an official account statement for the customer.