

ABC Supplies Ltd.

123 Market Street

Citytown, 12345

Phone: (123) 456-7890

Email: contact@abcsupplies.com

Credit Note Statement

Credit Note No: CN-2024-105

Date Issued: 18 June 2024

Billed To:

XYZ Trading Co.
78 Commerce Road
Metrocity, 56789

Email: accounts@xyztrading.com

Original Invoice Ref: INV-2024-0321

Invoice Date: 08 June 2024

Payment Terms: 30 Days

Description	Quantity	Unit Price	Amount
Returned Stationery Items	20	25.00	500.00
Discount Adjustment	â€”		50.00

Subtotal 550.00

Tax (0%) 0.00

Total Credit 550.00

Important Notes:

- This credit note is issued to acknowledge and correct the original invoice referenced above.
- The credited amount can be applied to future invoices or refund as agreed.
- Retain this document for your accounting records.
- Contact our accounts department if you have any questions regarding this credit note.
- This document is valid only if signed or stamped by the issuer.