

ABC Pte Ltd
123 Business Avenue
Singapore 123456
UEN: 202112345A
Tel: +65 6888 8888

Debit/Credit Note Invoice

No: DCN-2024-00001

Date: 2024-06-30

Ref. Invoice: INV-2024-00111

Bill To:

XYZ Trading Co.
789 Market Road
Singapore 654321
GST Reg No.: 202167890K

Reason for Note:

Overcharged on Item 002; Correction required.

Type: Credit Note

Details

#	Item Description	Invoice Qty	Adjustment Qty	Unit Price (SGD)	Debit (SGD)	Credit (SGD)
1	Product A	10	0	50.00	0.00	0.00
2	Product B	5	-2	75.00	0.00	150.00
3	Freight Charge Adjustment	1	1	30.00	30.00	0.00

Total Debit: SGD 30.00

Total Credit: SGD 150.00

Net Amount: SGD -120.00

Remarks:

Net Credit issued for overcharge correction on Product B. Debit for additional freight charge.

Important Notes:

- This combined Debit/Credit Note is issued to correct errors/adjustments in a referenced sales invoice.
- Ensure your accounts reflect the net effect of the adjustments.
- Debit is reflected as an extra charge payable; Credit as a deduction or refund.
- Document must be kept for audit and tax submission purposes.
- Contact your account manager if clarification is required regarding this document.