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ACCOUNTS PAYABLE LEDGER

BUSINESS

CONTROL ACCOUNT

LEDGER PAGE

VENDOR

Name

Vendor no.

Remit-to address

Contact, phone

TERMS AND TAX

Payment terms

Our account no.

W-9 on file

1099 vendor

Date	Reference	PO no.	Description	Due date	Debit (paid)	Credit (billed)	Balance

Opening balance (from previous page)	
Bills received (credits)	
Payments and returns (debits)	
Balance owed to vendor	

NOTES (DISCOUNTS OFFERED, DISPUTES, DELIVERY ISSUES)