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ACCOUNTS RECEIVABLE LEDGER

BUSINESS

CONTROL ACCOUNT

LEDGER PAGE

CUSTOMER

Name

Customer no.

Billing address

Contact, phone

ACCOUNT TERMS

Payment terms

Credit limit

Email for invoices

Account opened

Date	Reference	Description	Due date	Debit (charge)	Credit (paid)	Balance

Opening balance (from previous page)	
Invoices and charges (debits)	
Payments and credits (credits)	
Balance owed by customer	

NOTES (DISPUTES, PAYMENT PROMISES, STATEMENTS SENT)