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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)