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CREDIT NOTE AND STATEMENT

CREDIT NOTE NO.	DATE ISSUED	ORIGINAL INVOICE NO.	INVOICE DATE	CUSTOMER ACCOUNT

ISSUED TO

Customer

Company

Address

Phone / email

FROM

Business

Address

Phone / email

Tax ID / VAT no.

Credit

Description	Reason	Qty	Unit price	Credit

Subtotal	
Tax rate (%)	
Tax credited	
Total credit	

Account statement

Date	Reference	Description	Charges	Credits

Total charges	
Payments and credits	
Balance due	

Balance due by

Settlement of credit

Payments received after the date of this statement are not shown. Questions about this credit: contact us using the details above.