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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| COMPANY NAME  **BILLING STATEMENT** | |  | | |  | | |  |  | | --- | --- | | Invoice Date | 10 December 2012 | | Due Date | 16 December 2012 | | Client Purchase Order | PO12345 | | My Reference | REF12345 | | | | | | |
| **CLIENT DETAILS**  1234 Street  Town  City, Zip Code  Country | | | |  | |  | | **MY DETAILS**  6789 Street  Town  City, Zip Code  Country | | | | |
| Date | | Invoice # | | Description | | | | | | Amount | Payment | Balance |
|  | |  | |  | | | | | | $ 100.00 | $ 100.00 | $ 100.00 |  | |
|  | |  | |  | | | | | |  |  |  |
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| --- | --- |
| Subtotal | $ 1000.00 |
| Tax | $ 1000.00 |
| **Total Due** | **$ 1000.00** |

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| REMITTANCE | NOTES |
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