

[Your Business Name]
 [Your Business Address]
 [Your Business City, State, and ZIP Code]

[Statement Date]
 [Your Business Phone]

Statement of Account

[Customer's Name]
 [Customer's Address]
 [Customer's City, State, and ZIP Code]

Date	Description	Charges	Credits	Account Balance
	Previous Balance			\$0.00
		\$0.00		
		\$0.00		
		\$0.00		
		\$0.00		
		\$0.00		
Ending Balance: [Statement Date]				\$0.00
Balance Due: [Date]				

Sample Printout