

Monthly Billing Statement

Your Company Name
123 Business Ave.
City, State, ZIP
Email: info@yourcompany.com
Phone: (555) 123-4567

Bill To:
Client Name
Client Company Name
456 Client Road
City, State, ZIP

Statement #:	2024-06-001	Statement Date:	2024-06-30
Billing Period:	June 1, 2024 - June 30, 2024	Due Date:	2024-07-15

Description of Services	Quantity/Hours	Rate	Amount
Consulting Services	10	\$100.00	\$1,000.00
Technical Support	5	\$80.00	\$400.00
Subtotal			\$1,400.00
Tax (10%)			\$140.00
Total Amount Due			\$1,540.00

Payment Instructions:

Please remit payment by the due date listed above. For your convenience, payments can be made via bank transfer, check, or credit card.

Thank you for your business! If you have any questions regarding this statement, please contact us at info@yourcompany.com.