

Customer Statement – Monthly Billing Cycle

Our **customer statement template** for monthly billing cycles provides a clear and organized overview of transactions, payments, and balances. Designed for efficiency, it helps businesses streamline their invoicing process and enhance communication with customers. This template ensures accuracy and professionalism in every monthly statement issued.

Customer Name: John Doe

Statement Date: 30-Jun-2024

Customer ID: CUST-15892

Billing Period: 01-Jun-2024 to 30-Jun-2024

Date	Description	Reference	Charges (USD)	Payments (USD)	Balance (USD)
01-Jun-2024	Opening Balance	-			500.00
05-Jun-2024	Monthly Subscription Fee	INV-2024001	120.00		620.00
10-Jun-2024	Payment Received	PAY-950101		200.00	420.00
20-Jun-2024	Additional Services	INV-2024008	50.00		470.00
29-Jun-2024	Payment Received	PAY-950302		100.00	370.00
Closing Balance					370.00

If you have any questions regarding this statement, please contact our billing department at billing@company.com. Thank you for your business!