

# Credit Card Account Statement

**Account Holder:** [Name Here]  
**Account Number:** xxxx-xxxx-xxxx-1234  
**Statement Period:** [Start Date] to [End Date]  
**Statement Date:** [Statement Date]

## Statement Summary

Previous Balance	Payments/Credits	Purchases/Debits	Fees	Interest Charged	New Balance
[\$Prev_Balance]	-\$[Payments]	[\$Purchases]	[\$Fees]	[\$Interest]	[\$New_Balance]

## Transaction Details

Date	Description / Merchant	Category	Amount	Balance	Notes
2024-06-01	Starbucks	Dining	\$5.45	[\$Balance1]	Latte
2024-06-02	Amazon Marketplace	Shopping	\$126.99	[\$Balance2]	Office Supplies
2024-06-03	Payment Received	Payment	-\$50.00	[\$Balance3]	
2024-06-04	Uber	Transport	\$23.60	[\$Balance4]	Business Meeting

## Account Notes

- Late payment fee of \$[Fee] charged on [Date], if applicable.
- Rewards earned this month: [Reward Points]
- Contact customer service at [Phone Number] for discrepancies.

This credit card account statement template provides a comprehensive and detailed breakdown of transactions, making reconciliation straightforward and efficient. It is designed to highlight key details such as dates, amounts, and merchant information for accurate tracking. Ideal for both personal and business expense management, this template ensures clarity and organization in financial records.