

COMPANY NAME

COMMISSION STATEMENT

ADDRESS

STATEMENT DATE

STATEMENT PERIOD

PAYEE NAME

PAYEE ID / EMPLOYEE NO.

DEPARTMENT / DIVISION

POSITION / ROLE

DATE	REFERENCE/ INVOICE#	CLIENT / CUSTOMER NAME	REVENUE AMOUNT	RATE (%)	COMMISSION EARNED

GROSS SALES REVENUE	
TOTAL COMMISSION EARNED	
ADJUSTMENTS / DEDUCTIONS	
NET PAYABLE COMMISSION	

PREPARED BY (NAME & SIGNATURE)

APPROVED BY (NAME & SIGNATURE)