



DEBIT NOTE

OUTSTANDING BALANCE LATE FEE

Debit Note No. _____

Date: _____

FROM

BILL TO

ORIGINAL INVOICENO

ORIGINAL DUE DATE

DAYS OVERDUE

INTEREST RATE(%P.A.)

DESCRIPTION OF LATE FEE / PENALTY CHARGE

OVERDUE PRINCIPAL

LATE FEE AMOUNT

Subtotal: _____

Tax / VAT: _____

Total Due: _____

PAYMENT TERMS & NOTES

AUTHORIZED SIGNATURE

RECIPIENT ACKNOWLEDGMENT