

DEBIT NOTE

Additional Freight Charge

Debit Note No.	
Date	
Original Invoice No.	
Original Invoice Date	
Purchase Order No.	

BILL TO

SHIPMENT DETAILS

Carrier:
Waybill/BOL No:
Ship Date:
Origin/Destination:

ITEM NO.	DESCRIPTION OF ADDITIONAL FREIGHT CHARGES / DISCREPANCY	ORIGINAL EST.	ACTUAL COST	DEBIT AMOUNT

Subtotal	
Tax Rate (%)	
Tax Amount	
Total Due	

Reason for Additional Charges / Remarks:

Payment Terms & Instructions:

Prepared By

Authorized Signature