COMMERCIAL DEBT RECOVERY

Credit Control & Debt Enforcement Services

INVOICE

Invoice Number		**Tax Date**	
Due Date		**Case Reference**	
Original Invoice No.		**Payment Terms**	Immediate

CREDITOR / RECOVERING PARTY

DEBTOR / DEMANDED PARTY

DESCRIPTION OF DEBT & STATUTORY CHARGES	REFERENCE DATE	RATE / %	AMOUNT
Principal Outstanding Commercial Debt			
Statutory Interest (Under Late Payment of Commercial Debts Act)			
Statutory Compensation for Debt Recovery Costs			
Contractual Debt Collection & Credit Control Fees			

Subtotal	
Tax / VAT	
Total Debt Due	

REMITTANCE & BANK DETAILS

Bank Name: _____

Account Name: _____

Account Number: _____

Sort Code: _____

IBAN / BIC: _____

LATE PAYMENT DIRECTIVE NOTICE

This invoice is issued in relation to commercial debt recovery processes. Interest and statutory compensation are levied in accordance with current Late Payment of Commercial Debts legislation. Failure to settle this account immediately will result in further legal actions.