# CUSTOMER LEDGER

TRADE RECEIVABLES

**Account No:** _____

**Period / Year:** _____

## CUSTOMER PROFILE

**Customer Name:**

**Address:**

**Contact Person:**

**Phone / Email:**

## TERMS & CREDIT SUMMARY

**Credit Limit:**

**Payment Terms:**

**Opening Balance:**

**Current Status:**

| DATE | REF / INV NO | DESCRIPTION / PARTICULARS | DEBIT (+) | CREDIT (-) | BALANCE |
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| DATE | REF / INV NO | DESCRIPTION / PARTICULARS | DEBIT (+) | CREDIT (-) | BALANCE |
|---|---|---|---|---|---|
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| | | TOTAL / CARRYING BALANCE | | | |

PREPARED BY

REVIEWED BY

AUTHORIZED SIGNATORY