

LATE PAYMENT PENALTY

Statement No.	
Date Issued	
Payment Due	

DEBTOR / BILL TO

ORIGINAL TRANSACTION REFERENCE

Original Invoice No.	
Original Invoice Date	
Original Due Date	
Days Past Due	

DESCRIPTION OF CHARGES	BASE AMOUNT	RATE / PERCENTAGE	TOTAL FEE
Late Payment Interest / Penalty Charge			
Fixed Late Compensation Fee			
Administrative / Recovery Costs			
Original Invoice Outstanding:			
Total Penalties & Fees:			
Total Amount Due:			

Payment Instructions & Terms

