

LATE PAYMENT PENALTY

Invoice No:

Date:

Due Date:

DEBTOR / BILL TO

ORIGINAL DEBT REFERENCE

Original Invoice No:

Original Due Date:

Original Amount:

Days Overdue:

Interest Rate Applied:

DESCRIPTION OF STATUTORY CHARGE / INTEREST	BASE AMOUNT	RATE / CALCULATION	TOTAL
Late Payment Interest (pursuant to relevant legislation/contract terms)			
Late Payment Compensation/Administration Fee			
Interest Total			
Compensation/Fees			
Total Due Now			

CREDIT CONTROL PAYMENT INSTRUCTIONS

This invoice has been issued in accordance with statutory late payment legislation. Please remit the total outstanding amount immediately to prevent further recovery action.

- Bank Name:**
- Account Name:**
- Account No:**
- Sort Code / IBAN:**
- BIC / Swift:**
- Reference:**

