

SAMPLE INVOICE- STANDARD

OFFICE: 01 CREDITOR NO.: 123456 CHECK NUMBER: 999999 COLLECTION ACTIVITY FOR: FROM: MM/DD/YYYY TO: MM/DD/YYYY PAGE NO.: N
 TYPE: N-01 INVOICE: MM-111111 LAST PLACEMENT: MM/YYYY

DATE	DEBTORS TRANSACTIONS	CODE	NC	AMOUNT PAID TO AGENCY	AMOUNT PAID TO CREDITOR	TOTAL DUE AGENCY	+ OR -	AMOUNT DUE CREDITOR	+ OR -
MMDDYYYY	YOUR DEBTOR'S COMPANY NAME ACCT: DEBTOR'S NUMBER IN YOUR SYSTEM TYPE OF PAYMENT PART OF DEBT PAYMENT POSTED TO: \$\$\$.\$	**		400.00		100.00		1.	300.00
MMDDYYYY	YOUR DEBTOR'S COMPANY NAME ACCT: DEBTOR'S NUMBER IN YOUR SYSTEM TYPE OF PAYMENT PART OF DEBT PAYMENT POSTED TO: \$\$\$.\$	**			200.00	50.00		2.	50.00 -
	*** TOTAL PAID US AND FEES			400.00		100.00			
	*** TOTAL PAID CLIENT AND FEES				200.00	50.00			
				SUBTOTAL AMOUNT DUE CREDITOR +					300.00
OUR CHECK ENCLOSED FOR ▶ 3. 250.00				SUBTOTAL AMOUNT DUE CREDITOR -					50.00 -
PLEASE REMIT TO AGENCY ▶				400.00	200.00	150.00			250.00
				AMOUNT PAID TO AGENCY	AMOUNT PAID TO CREDITOR	TOTAL DUE AGENCY			AMOUNT DUE CREDITOR

1. Payment of \$400 sent to CMI less fee of \$100 = \$300
2. Payment of \$200 sent to client – fee due CMI of \$50
3. Net amount of check to client - \$250

MONTHLY ACTIVITY INVOICE

CLIENT
 YOUR COMPANY NAME
 YOUR ADDRESS 1
 YOUR ADDRESS 2
 YOUR CITY, STATE, ZIP
 ATTN: BILLING CONTACT NAME

AGENCY
 CMI CREDIT MEDIATORS INC
 414 SANSOM STREET
 P.O. BOX 456
 UPPER DARBY PA 19082-0456
 (610) 352-5151

600.00
 TOTAL COLLECTIONS

00 - CASH ON HAND	37 - LEGAL FINAL PAYMENT	51 - COST DISBURSEMENT/REFUND	64 - RECEIVED CLIENT COLLECTION COSTS
01 - PAYMENT IN FULL	38 - LEGAL SETTLED IN FULL	52 - CHARGE COURT COSTS	65 - UNUSED ADVANCED COSTS
02 - PARTIAL PAYMENT	39 - FORWARD PARTIAL PAYMENT	55 - SALES TAX	66 - REFUND COURT COSTS
03 - FORWARDED RECEIVED	40 - FORWARD FINAL PAYMENT	60 - CREDIT ADJUSTMENT	99 - RESOLUTION
04 - FULL PAYMENT WITH INTEREST	41 - FORWARD PAID IN FULL	61 - YOUR CHECK RECEIVED	N - NSF CHECK
05 - FINAL PAYMENT	50 - DEBIT ADJUSTMENT/CHARGE	62 - ADVANCE COST PAYMENT	C - POSTING ERROR
06 - SETTLEMENT IN FULL	51 - LEGAL PARTIAL PAYMENT	63 - FWD PAID DIRECT	
07 - LEGAL PARTIAL PAYMENT			