



Citibank® Government Services – Program Guides

Appendix D: Account Statement and Memo Statement

Account Statement

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41900225165602404102404100004

<i>Account Number</i>	<i>Due Date</i>	<i>Total Amount Due</i>	<i>Enter Amount Paid</i>
		\$0	

JOHN DOE H00428
 GENERAL SERVICES ADMINISTRATION 5
 1234 ANY ST.
 ANYTOWN, USA 54321-9876

Address Correspondence to:
 CITIBANK
 GOVERNMENT COMMERCE SERVICES
 P.O. BOX 6575
 THE LAKES, NV 88901-6575

CITIBANK GOVERNMENT COMMERCE SERVICES CARD STATEMENT

Previous Balance	Payments and Credits	New Charges	New Balance
\$0	\$0	\$0	\$0

Invoice Date
 mm/dd/yyyy
 Due Date
 mm/dd/yyyy

FOR CUSTOMER SERVICE CALL 1-800-790-7206 OR WRITE P.O. BOX 6125, SIOUX FALLS, SD 57117-6125
 OUTSIDE THE U.S. AND CANADA CALL COLLECT 904-954-7850
 SEND PAYMENTS TO: CITIBANK GOVERNMENT COMMERCE SERVICES, P.O. BOX 6575, THE LAKES, NV 88901-6575

Agency Name: Accounting Code: Billing Office ID: Discretionary Code: Single Purchase Limit:	Account Number: 0000-0000-0000 Agency/Org ID: Tax Exempt #: Cycle Purchase Limit: \$0.00
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Sale Date	Post Date	MCC Code	Reference Number	Description	Total Amount
TRANSACTION DETAIL					

ACCOUNT SUMMARY	Previous Balance	Payments	Credits	Purchases and Advances	Taxes and Fees	New Balance
CURRENT PERIOD	\$0	\$0	\$0	\$0	\$0	\$0
Purchase Advances	\$0	\$0	\$0	\$0	\$0	\$0
TOTALS	\$0	\$0	\$0	\$0	\$0	\$0

<i>Memo Section</i>	Amount Over Credit Limit: \$0 Amount Past Due: \$0 Net Total Charges: \$0 Total Cash Advances: \$0 Current Period Total: \$0
<i>Approval Section</i>	

CARDHOLDER SIGNATURE

APPROVING OFFICIAL SIGNATURE (Except Travel)

