Grace Team Accounting Limited
Accounts Receivable

Business Name: _____

ACCOUNTS RECEIVABLE (Debtors excluding Bad Debts)

These are sales or services that you have performed and invoiced up to and including the last day of the financial year that were not paid for until the following financial year. These are not to be included in Work In Progress.

If you have your own Debtors Ledger you do not need to complete this sheet. Instead please attach a copy of your reconciled Debtors Ledger.

Customer Name	GST Exclusive Amount	GST	GST Inclusive Amount
TOTAL ACCOUNTS RECEIVABLE	$	$	$

RETENTIONS

These are sales or services that you have performed and invoiced up to and including the last day of the financial year that are technically not yet due, ie are held for a warranty period to expire before full payment is made.

Please advise if these retentions have been returned for GST purposes.

Customer Name	Due Date	GST Exclusive Amount	GST	GST Inclusive Amount
TOTAL RETENTIONS		$	$	$