

CREDIT NOTE

[Agency Name]
[Street Address]
[City, State, Zip]
[Email/Phone]

Credit Note #: [00000]
Date: [MM/DD/YYYY]
Reference Invoice: [#00000]

BILL TO

[Client Name]
[Company Name]
[Address]
[Tax ID/VAT]

ADVERTISING DETAILS

Campaign: [Campaign Name]
Platform: [Platform/Media Type]
Period: [Start Date] - [End Date]

Description of Credit	Original Rate	Adjustment Qty	Total Credit
[e.g., Performance Under-delivery / Rebate]	[0.00]	[0]	[0.00]
[e.g., Service Cancellation Credit]	[0.00]	[0]	[0.00]

Subtotal: [0.00]
Tax/VAT ([0] %): [0.00]

Total Credit: [0.00]

Reason for Credit: [Brief explanation of adjustment]

Notes: This credit will be applied to your next statement or refunded upon request. Thank you for your business.