

CREDIT NOTE

[Agency Name]
[Address Line 1]
[Address Line 2]
VAT/Tax ID: [ID Number]

Credit Note #: [Number]
Date: [Date]
Original Invoice #: [Invoice Number]

Client / Advertiser

[Client Name]
[Billing Address]
[Contact Email]

Campaign Reference

Campaign: [Name]
PO Number: [PO Number]
Account ID: [Platform ID]

Media Channel / Platform	Flight Dates	Reason for Credit	Quantity/Impressions	Amount
[Channel Name]	[Start] - [End]	[e.g., Under-delivery / Reconciliation]	[Units]	[(Currency) 0.00]
[Channel Name]	[Start] - [End]	[e.g., Technical Error]	[Units]	[(Currency) 0.00]

Subtotal (0.00)
Tax ([%]) (0.00)
Total Credit [(Currency) 0.00]

Notes: This credit will be applied to your next billing cycle or outstanding balance as per the Master Service Agreement.

Authorized Signature: _____