Statement of Account

Bank and Account Details

Bank Name	Sample Commercial Bank of the Philippines
Bank Address	123 Business Avenue, Makati City, Philippines
Account Name	[Your Small Business Name]
Account Number	1111-2222-3333-4444
Account Type	Current Account - Small Business
Currency	Philippine Peso (PHP)

Statement Summary

Statement Period	01 October 2025 to 30 November 2025
Opening Balance (01 October 2025)	PHP 5,000.00
Total Credits for Period	PHP 51,200.00
Total Debits for Period	PHP 29,950.00
Net Change	PHP 21,250.00
Closing Balance (30 November 2025)	**PHP 26,250.00**

Logo

October 2025 Transactions

Date	Description	Reference	Debit (PHP)	Credit (PHP)	Balance (PHP)
01 Oct 2025	Opening Balance	OB-1025			5,000.00
02 Oct 2025	Gcash Sales Deposit - Online Orders	CR-1001		3,000.00	8,000.00
03 Oct 2025	Rent Payment - October	DB-1002	8,000.00		0.00
05 Oct 2025	Sales Deposit - Weekend Store Sales	CR-1003		7,500.00	7,500.00
07 Oct 2025	Inventory Purchase - Dry Goods	DB-1004	4,200.00		3,300.00

Date	Description	Ref	Debit	Credit	Balance
10 Oct 2025	Sales Deposit - Retail Counter	CR-1005		6,800.00	10,100.00
12 Oct 2025	Utilities Payment - Electricity	DB-1006	1,800.00		8,300.00
15 Oct 2025	Sales Deposit - Corporate Order	CR-1007		9,500.00	17,800.00
18 Oct 2025	Inventory Purchase - Packaging Supplies	DB-1008	2,300.00		15,500.00
20 Oct 2025	Sales Deposit - Walk-in Customers	CR-1009		4,700.00	20,200.00
23 Oct 2025	Supplier Payment - Local Vendor	DB-1010	3,100.00		17,100.00
25 Oct 2025	Sales Deposit - Weekend Sales	CR-1011		5,200.00	22,300.00
28 Oct 2025	Internet and Communication Expense	DB-1012	1,200.00		21,100.00
30 Oct 2025	Sales Deposit - End of Month	CR-1013		6,000.00	27,100.00
31 Oct 2025		CB-1025			**27,100.00**

	Closing Balance - October				
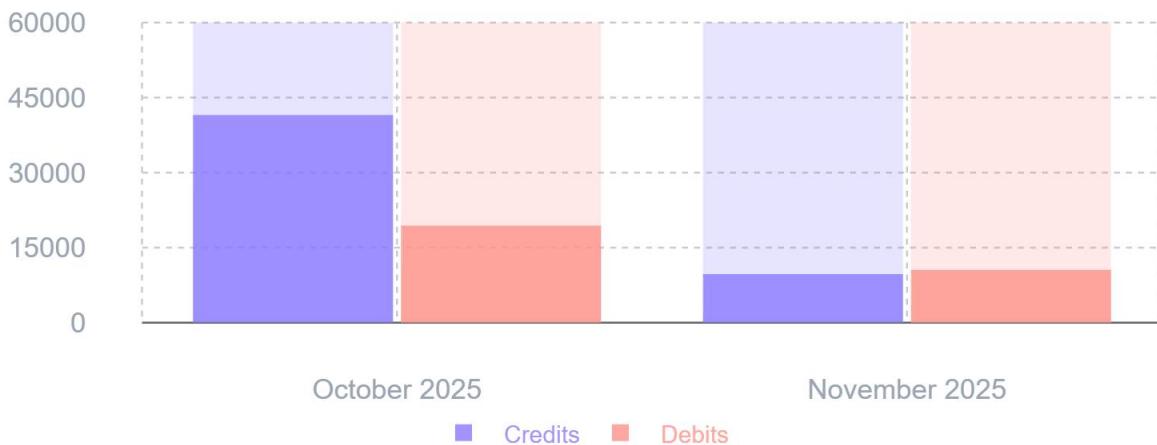
November 2025 Transactions

Date	Description	Reference	Debit (PHP)	Credit (PHP)	Balance (PHP)
01 Nov 2025	Opening Balance - Brought Forward	OB-1125			27,100.00
02 Nov 2025	Sales Deposit - Holiday Sales	CR-1101		10,800.00	37,900.00
03 Nov 2025	Rent Payment - November	DB-1102	8,000.00		29,900.00
06 Nov 2025	Inventory Purchase - Replenishment	DB-1103	3,500.00		26,400.00
08 Nov 2025	Sales Deposit - Weekend Sales	CR-1104		7,200.00	33,600.00
11 Nov 2025	Supplier Payment - Bulk Order	DB-1105	4,000.00		29,600.00
14 Nov 2025	Sales Deposit - Online Marketplace	CR-1106		8,100.00	37,700.00
17 Nov 2025		DB-1107	2,050.00		35,650.00

	Utilities Payment - Water and Electricity				
20 Nov 2025	Sales Deposit - Regular Store Sales	CR-1108		6,600.00	42,250.00
23 Nov 2025	Inventory Purchase - Food Items	DB-1109	3,300.00		38,950.00
25 Nov 2025	Sales Deposit - Weekend Promotion	CR-1110		5,900.00	44,850.00
27 Nov 2025	Internet and Communication Expense	DB-1111	1,900.00		42,950.00
29 Nov 2025	Sales Deposit - End of Month Sales	CR-1112		6,000.00	48,950.00
30 Nov 2025	Owner Withdrawal - Small Business	DB-1113	22,700.00		26,250.00
30 Nov 2025	**Closing Balance - November**	CB-1125			**26,250.00**

Monthly Totals

Month	Total Credits (PHP)	Total Debits (PHP)	Net Movement (PHP)
October 2025	41,500.00	19,400.00	22,100.00
November 2025	9,700.00	10,550.00	-850.00

Key Information and Notes

- All amounts are shown in Philippine Peso (PHP) and are rounded to the nearest centavo.
- This statement covers business-related income deposits between approximately PHP 1,000 and PHP 15,000 per transaction.
- Expenses include recurring rent, inventory purchases, utilities, and communication services.
- Owner withdrawals are treated as debits and reduce the closing balance for the period.
- Please review all entries carefully and report any discrepancies within 15 days from the statement date.

Disclaimers

System Generated Statement

This bank statement is system generated for illustration and documentation purposes for a small business account. Figures are internally consistent based on the opening balance, total credits, total debits, and resulting closing balance.

For official use, verify all details with your bank and ensure that account number, account name, statement dates, and transaction references match your actual records.