

Gardner Denver-Nash

Accounts Payable Department

1851 Floyd Bradford Road

Trussville, AL 35173

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## CREDIT REQUEST MEMO

To: Atlantic Industrial Supply Co.

From: Accounts Payable - Gardner Denver-Nash

Date: May 24, 2012

Subject: Request for Credit Due to Early Payment on Invoice AIS-INV-2873

### Reason for Request:

Gardner Denver-Nash remitted payment for Invoice AIS-INV-2873, dated May 13, 2012, in the amount of \$1,716.56 on May 20, 2012. This payment was made within the terms of 2/10 Net 30, as stated on the original invoice.

We are requesting a credit memo in the amount of \$32.90, reflecting a 2% early payment discount applied to the subtotal of \$1,645.00.

### Invoice Details:

Invoice Number: AIS-INV-2873

Invoice Date: May 13, 2012

Payment Date: May 20, 2012

Subtotal:       \$1,645.00

Discount (2%):   \$32.90

Amount Paid:     \$1,716.56

Action Requested:

Please issue a credit memo for \$32.90 to be applied to Gardner Denver-Nash's account.

If you require further documentation or payment confirmation, we are happy to provide it.

Submitted by:

Gardner Denver-Nash Accounts Payable

Contact: [ap@gdnash.com](mailto:ap@gdnash.com) | (205) 555-0123