

# ACCOUNTS RECEIVABLE AGING REPORT

As of Date: \_\_\_\_\_

| Customer      | Invoice # | Date   | Amount     | Current | 1-30 Days | 31-60 Days | 61-90 Days | 90+ Days | Notes |
|---------------|-----------|--------|------------|---------|-----------|------------|------------|----------|-------|
| [Customer 1]  | [INV001]  | [Date] | [\$Amount] | \$ ____ | \$ ____   | \$ ____    | \$ ____    | \$ ____  |       |
| [Customer 2]  | [INV002]  | [Date] | [\$Amount] | \$ ____ | \$ ____   | \$ ____    | \$ ____    | \$ ____  |       |
| [Customer 3]  | [INV003]  | [Date] | [\$Amount] | \$ ____ | \$ ____   | \$ ____    | \$ ____    | \$ ____  |       |
| [Customer 4]  | [INV004]  | [Date] | [\$Amount] | \$ ____ | \$ ____   | \$ ____    | \$ ____    | \$ ____  |       |
| [Customer 5]  | [INV005]  | [Date] | [\$Amount] | \$ ____ | \$ ____   | \$ ____    | \$ ____    | \$ ____  |       |
| <b>TOTALS</b> |           |        | \$ ____    | \$ ____ | \$ ____   | \$ ____    | \$ ____    | \$ ____  |       |

## SUMMARY BY AGING BUCKET:

Current: \$ \_\_\_\_\_ 1-30 Days: \$ \_\_\_\_\_ 31-60 Days: \$ \_\_\_\_\_  
 61-90 Days: \$ \_\_\_\_\_ 90+ Days: \$ \_\_\_\_\_  
**Total Accounts Receivable: \$ \_\_\_\_\_** Prepared by: \_\_\_\_\_  
 Date: \_\_\_\_\_