

Understanding your Yellow Pages Invoice


- 1 **Customer #**
Billing Account Number (use for online billing transactions).
- 2 **Reference telephone #**
The phone number of the account being invoiced.

Invoice Summary

- 3 **Previous Activity**
Shows transactions posted to your account since your last invoice (payments, adjustments...etc.).
- 4 **Current Activity**
The total of your current monthly charges and savings.
- 5 **Current Amount Due**
Total balance on your account, including all amounts applied up to the date of the invoice.
- 6 **Payment Stub**
If you are paying by cheque, please tear off and include stub with your payment in the envelope provided.

Invoice Details

- 7 **Category**
The type of advertising being invoiced.
- 8 **Service Period**
The timeframe being charged for the indicated products.
- 9 **Product**
The name of the product, including the total amount invoiced for that product.
- 10 **Base Fee**
The total amount invoiced for the indicated product.
- 11 **Market**
The market where the product appears.
- 12 **Heading**
The category under which the product is published.
- 13 **Monthly fee**
The indicated product's monthly fee as per your advertisement contract.
- 14 **Days prorated**
The number of days used to calculate the Product's Base Fee for the indicated service period.
- 15 **Total charges before applicable taxes**
The total amount of the current monthly charges.


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Invoice # INV00000000

Customer name
Company Name

Customer #
A00000000

Reference Telephone#
(123) 456-7890

Invoice Date
2018/01/01

INVOICE SUMMARY		
Previous Activity		
Your Previous Balance		\$1,000.00
Transaction Date	Description	Amount
Current Activity		
Total Products		\$200.00
Total Charges Before Applicable Taxes		\$200.00
ON TVH/HST	13.000%	\$26.00
New Charges		\$226.00
Current Amount Due		\$1,226.00


Remittance address:
Yellow Pages Digital & Media Solutions Limited
P.O. Box 11788
Succ. Centre Ville
Montreal, Quebec H3C 0C2

Due upon receipt

Current amount due \$1,226.00

If you are registered for pre-authorized payment (credit card or bank account), your payment will be charged as agreed.

Note: An interest rate of 1% per month compounded monthly (12.68% per year) applies to any amount remaining unpaid. An administrative charge of \$25 applies for any rejected payment.


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Invoice # INV00000000

Attention to: Client Name
Company Name
123 Small Avenue
City
Prov. Postal Code

Customer #
A00000000

Reference Telephone#
(123) 456-7890


Invoice Date: 2018/01/01
Customer #: A00000000
Reference: (123) 456-7890

Remittance address:
Yellow Pages Digital & Media Solutions Limited
P.O. Box 11788
Succ. Centre Ville
Montreal, Quebec H3C 0C2

Due Upon Receipt

Current Amount Due \$1,226.00

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Invoice # INV00000000

INVOICE DETAILS

Customer #
A00000000

Invoice Date
2018/01/01

Category: Online-Placement

Service Period: 2018/07/01 - 2018/07/31

Product: Local Leader Plus		\$200.00
Base Fee		\$200.00
Market	Market Name - 00000	
Heading	Heading - 00000000	
Monthly Fee	\$200.00	
Days Prorated	00	

Total Charges Before Applicable Taxes

\$200.00

Not signed up for Yellow Pages' new electronic invoice yet?

Simply send an email to ebill@yp.ca or contact us at 1-877-909-9356 to register.