

# Annual Credit Card Account Summary Report

Date: [Insert Date]

Account Holder: [Insert Name]

Account Number: \*\*\*\* \* [Last 4 Digits]

## Summary of Transactions

Month	Total Spendings	Payments Made	Outstanding Balance
January	[\$Amount]	[\$Amount]	[\$Amount]
February	[\$Amount]	[\$Amount]	[\$Amount]

## Total Annual Summary

Total Spendings: \$[Total Amount]

Total Payments: \$[Total Amount]

Final Outstanding Balance: \$[Amount]

## Important Notices

- Reminder to pay your outstanding balance to avoid interest charges.
- Please review the enclosed statement for any discrepancies.

Thank you for being a valued customer.

[Your Company Name]

[Contact Information]