

**SAMPLE ACCOUNTS RECEIVABLE RECAP
DATE XXXX**

DATE	JOB NAME OR CONTRACTOR	PAYMENT TERMS	INV NO:	INVOICE AMT	DATE PAID	AMT PAID	BALANCE	COMMENTS
5/1/11	Mountain Top Constructors	30 DAYS	419	\$68,824.99			\$68,824.99	Check can be picked up Friday
5/10/11	XYZ Partners	15 DAYS	420U-02	\$18,819.00			\$18,819.00	Per JC 7/7/11 - there are punchlist items with these 2 jobs that are not completed and it is on-going.
5/10/11	Kimo Construction of the Pacific	15 DAYS	420V-02	\$8,181.00			\$8,181.00	Per Kimo 11/1/11 Grout has been delivered that Rachel was holding up payment for made follow up call, she is out of office, does not have voice mail so left msg w/Tina
	TOTAL ACCOUNTS RECEIVABLE OUTSTANDING						\$95,824.99	