


# How to Read Your New Invoice

Have questions concerning this statement or want to receive invoices by email? Contact our billing department at [billing@cottageassistedliving.com](mailto:billing@cottageassistedliving.com)



Florence  
2373 Roberts Lane  
Florence, AL 35630  
(256) 361-0087

Customer Number : 0000000  
Apartment Number: 101

Sally Customer  
2373 Roberts Lane  
Florence, AL 35630

**Amount to be drafted on July 5, 2012: \$2,830.00**

Monthly payments are due on the 1st of the month and are subject to late fees if paid after the 5th of the month.  
Payments returned for Nonsufficient funds will result in additional fees for bank charges and late fees.

**May 1, 2012 - May 31, 2012 Statement**

| Date                        | Item  | Description       | Amount      |
|-----------------------------|-------|-------------------|-------------|
| 04/30/2012                  |       | Balance Forward   | 0.00        |
| 05/05/2012                  | Cash  | Less May Payment  | -2,725.00   |
| 05/31/2012                  | CABLE | Cable TV          | 45.00       |
| 05/31/2012                  | CS1   | Care Step Level 1 | 0.00        |
| 05/31/2012                  | MSF   | Apartment 101     | 2,645.00    |
| 05/31/2012                  | TELE2 | Telephone Plan 2  | 35.00       |
| <b>May 31, 2012 Balance</b> |       |                   | <b>0.00</b> |

**June 1, 2012 - June 21, 2012 Projected**

| Date                                   | Item  | Description                  | Amount      |
|--|-------|------------------------------|-------------|
| 05/31/2012                             |       | May Ending Statement Balance | 0.00        |
| 06/05/2012                             | Cash  | Less June Payment            | -2,830.00   |
| *                                      | CABLE | Cable TV                     | 45.00       |
| *                                      | CS1   | Care Step Level 1            | 0.00        |
| *                                      | MSF   | Apartment 101                | 2,750.00    |
| *                                      | TELE2 | Telephone Plan 2             | 35.00       |
| <b>Projected June 30, 2012 Balance</b> |       |                              | <b>0.00</b> |

Items with "\*" in Date column are anticipated amounts owed based on known information at the time the statement is generated.

**July Advanced Payment Calculation**

| Item   | Description                    | Amount            |
|--|--------------------------------|-------------------|
|  | Projected June Balance Forward | 0.00              |
| CABLE  | Cable TV                       | 45.00             |
| CS1  | Care Step Level 1              | 0.00              |
| MSF  | Apartment 1                    | 2,750.00          |
| TELE2  | Telephone Plan 2               | 35.00             |
| <b>Amount to be drafted on July 5, 2012:</b> |                                | <b>\$2,830.00</b> |

**Security Deposit Recorded on Account \$2,605.00**

Said security deposit will be refunded within thirty (30) days of termination of this agreement. This security deposit shall be held by the cottage during the term of this agreement or any renewal thereof as security for the performance by Resident of all of the covenants of this agreement, the Cottage may apply said security deposit as it own funds. The cottage shall not commingle such security deposits with funds other than other security deposits and will not pledge, or in any other way make use of such monies unless such monies are actually due the Cottage.

## Cottage Address

Return address and payment remittance address.

## Upcoming Draft Amount

Amount to be drafted on the 5th of the upcoming month.

## Customer Information

Resident Name, Apartment and Billing Address with "Care Of" (C/O), where applicable.

## Previous Month's Transactions

All transactions and payments from the previous month. Balance forward includes any transactions that were not billed/paid by previous draft (such as a guest meal, ~CareStep~ change, etc.)

## Projected Current Month Balance

All payments and transactions for the current month. Items with an asterisk (\*) in the date column are anticipated amounts based on the information available on the say the statement is printed (for example MSF is not likely to change but it is estimated because the month is not yet complete).

Any transaction that occurs after this date will be reflected in the Previous Month section on the next statement.

## Next Month Advanced Payment Calculation

Displays the anticipated charges for the upcoming month including any projected balance forward from previous months. This is the amount that will be drafted (Note 1) on the 5th of the upcoming month. Amount is equal to the draft amount at the top.

## Security Deposit

Amount of security deposit held on customer account, as well as a contractual agreement regarding the purpose, use, and reimbursement of the security deposit.