

# HOW TO READ YOUR NEW STATEMENT

SPECIAL MESSAGING AREA

SPARKLIGHT CONTACT INFO

Our phone number and website info, as well as hours of operation.

YOUR INFO & ACCOUNT #

Include your account number on all correspondence and payments.

ACCOUNT SUMMARY

May Include:

- Previous Balance
- Payment
- Adjustment
- Partial Month Charge
- Monthly Charge
- Tax
- Installation Charge

DUE DATE

Payment of the total amount must be made upon receipt of the statement.

BILLED FROM – BILLED TO

The period covered in this billing statement.

SPECIAL INFORMATION

BALANCE DUE

Your total outstanding balance.

Page 1 of 2

**Sparklight Business**

	Mon	Tue-Fri	Sat-Sun
Walk In Lobby	8-5	9-5	Closed
Billing & Sales	8-5	8-5	Closed
Tech Support	24 hours/7 days		

[business.sparklight.com](http://business.sparklight.com)  
877-570-0500

**BILLING SUMMARY**  
(Billing detail on reverse)

Account # 123456789  
JOE CUSTOMER  
12345 ANY STREET  
ANYTOWN ST 12345

Previous Balance	95.62
Payment Received 08/15/17	95.62CR
Monthly Services	85.00
Other Charges	7.90
Taxes & Fees	2.72
<b>Total Due</b>	<b>\$95.62</b>
<b>DATE DUE</b>	<b>09/17/17</b>

For services provided from 9/6/2017 to 10/7/2017

Payments not received by the 30th day of the billing cycle are subject to late fees.

**PAYMENT COUPON**  
Save time & pay online [sparklight.com/payment](http://sparklight.com/payment)

Need assistance? Check online:  
[business.sparklight.com](http://business.sparklight.com)

Account # 123456789  
**Balance Due** \$95.62  
**Date Due** 09/17/17  
Amount Paid \$ \_\_\_\_\_

PLEASE TEAR ALONG PERFORATION AND INCLUDE WITH PAYMENT

**Sparklight Business**  
PO BOX 12345  
ANYTOWN ST 12345

JOE CUSTOMER  
12345 ANY STREET  
ANYTOWN ST 12345

**MAIL PAYMENTS TO:**  
SPARKLIGHT BUSINESS  
PO BOX 12345  
ANYTOWN ST 12345-6789

For more information, please visit [business.sparklight.com/support](http://business.sparklight.com/support)