

How to read your statement

Expense Management

Your statement

Your statement has a few different sections. This guide will help to explain how to read your statement and what you need to do when you receive it.

Subscription fees and charges

This section shows your charges for residential rent & board services.

It also shows your transport fees.

Personal spending charges

This section shows all the customer's personal spending.

You can see the details of these transactions, including the receipts, on the ProMaster website.

Customer payments

These are payments made during the month. This includes both payments from Financial Administrators or Plan Managers.

NDIA charges


NDIA Charges are claimed by Endeavour Foundation via the NDIA Portal

Other charges

This section will contain any other charges.

Remittance advice

These are a few ways you can make payment on your account. See next page for more info. If you see any charges over 120 days please contact us.



ABN: 80009670704
PO BOX 3555
TINGALPA DC QLD 4173

Telephone: 1800 112 112
Email: creditman@endeavour.com.au

STATEMENT

Customer Name

CJ - Customer Family Member
1 / 2 Fake Street
Brisbane QLD 4000

Customer ID: 111111

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Period ending: 14/12/2021

Date	Reference	Description	Charges	Payments
<i>Brought forward</i>			500.00	
SUBSCRIPTION FEES AND CHARGES				
11/11/2021	EF- SUB000000001	Transport - Home (per fortnight)	95.00	
11/11/2021	EF- SUB000000002	Residential Board	404.84	
Sub Total			499.84	
PERSONAL SPENDING CHARGES				
29/11/2021	DXP000000001	X000001234 - 15-11-2021 - Lunch	9.25	
29/11/2021	DXP000000002	X000001235 - 15-11-2021 - Hot chocolate	5.50	
25/11/2021	PV000001234	Customer Invoice 111111 25/11/2021	13.55	
25/11/2021	PV000001235	Customer Invoice 111111 25/11/2021	80.00	
Sub Total			108.30	
CUSTOMER PAYMENTS				
16/09/2021	TR00100002	EFTPOS Receipt -16/09/21		1,622.00
14/09/2021	TR00100003	Payment from IDEAL PLAN - NDIS FROM DUESCOUNT PTY LI		80.00
Sub Total				1,702.00
NDIA CHARGES				
Assistance in Supported Independent Living - Standard - Weekday Daytime				
8/09/2021	NDIA00000012	NDIA Claim - 30/08/21\430182290\01_801_0115_1_1	154.17	
Sub Total			154.17	
Assistance in Supported Independent Living - Standard - Weekday Evening				
8/09/2021	NDIA00000013	NDIA Claim - 30/08/21\430182290\01_802_0115_1_1	553.08	
15/09/2021	NDIA00000014	NDIA Claim - 06/09/21\430182290\01_802_0115_1_1	553.08	
Sub Total			1,106.16	
OTHER CHARGES				
11/08/2021	FT00000001	Customer Invoice FT00000001 11/08/2021	279.99	
17/08/2021	FT00000002	Customer Invoice FT00000002 17/08/2021	103.53	
Sub Total			383.52	
Total			2,251.99	
Net Total			2,251.99	

Total	Current	30 days	60 days	90 days	120 Over
2,251.99	549.99	500.00	0.00	0.00	1,898.52

Remittance Advice
Please Return this portion with your payment to :

Endeavour Foundation ABN 80009670704
PO BOX 3555
TINGALPA DC QLD 4173

Customer name: Customer Name
Customer ID: 111111

BPAY:
Please quote your BPAY REF as reference -----

EFT:
Bank Details BSB: 014-245 Account: 777025389
Please quote your Customer ID as reference -----

Bill Code: 123456
Ref: 10000000

Telephone & Internet Banking – BPAY®
Contact your bank or financial institution to make this payment from your Cheque, Savings, Debit or Transaction account.

Total	Current	30 days	60 days	90 days	120 Over
2,251.99	549.99	500.00	0.00	0.00	1,898.52

If this statement has a Credit Balance – Please Do not Pay this amount