

Invoice Tracker

Summary	
Total invoiced	\$14,765.00
Collected	\$7,600.00
Outstanding	\$7,165.00
Overdue amount	\$4,690.00
Overdue invoices	3
As of	10/15/2026

Aging of outstanding balances					
Current	1-30 days	31-60 days	61-90 days	90+ days	
\$2,475.00	\$4,050.00	\$0.00	\$640.00	\$0.00	

Type in the shaded columns. Due date, balance, status, days overdue and aging are formulas.

Invoice #	Client	Invoice date	Terms (days)	Due date	Amount	Paid	Balance	Date paid	Status	Days overdue	Aging
INV-1001	Brightline Studio	08/03/2026	30	09/02/2026	\$2,400.00	\$2,400.00	\$0.00	08/28/2026	Paid		
INV-1002	Harbor & Pine LLC	08/17/2026	30	09/16/2026	\$1,850.00		\$1,850.00		Overdue	29	1-30
INV-1003	Northgate Clinic	09/01/2026	15	09/16/2026	\$3,200.00	\$1,000.00	\$2,200.00	09/20/2026	Overdue	29	1-30
INV-1004	Summit Roofing Co.	09/21/2026	30	10/21/2026	\$975.00		\$975.00		Open	0	Current
INV-1005	Maple Street Bakery	06/30/2026	30	07/30/2026	\$640.00		\$640.00		Overdue	77	61-90
INV-1006	Lakeview HOA	10/05/2026	30	11/04/2026	\$1,500.00		\$1,500.00		Open	0	Current
INV-1007	Copperline Events	07/14/2026	45	08/28/2026	\$4,200.00	\$4,200.00	\$0.00	08/25/2026	Paid		
			30								
			30								
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			30								
			30								
			30								
			30								
			30								
			30								
			30								
			30								