



SAMPLE - Family Cost Participation Statement - SAMPLe

Account #: 123456

Your First Steps account number.

Statement Date: 1/27/2013

Date the statement was generated.

For Services Occurring Prior To: 11/27/2012

Service Note: This statement reflects First Steps services that occurred two months prior to this statement date.

JOHN DOE
1234 STREET
ANYWHERE, MO 61234

Services delivered before this date are included in the calculation of the monthly fee in this statement.

First Steps Participants
Jane Doe

Service Coordinator
Suzy Que

Phone
(555) 123-4567

Call this phone number to report changes to address, insurance company, income or family members.

Please inform your Service Coordinator immediately of changes in address, insurance, income or family members.

This statement includes payments processed by the 27th of the month. Any payments made after the 27th of the month are not reflected.

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Aging Information</u>
11/27/2012	Previous Statement Balance.....	173.16	* Current \$81.58
12/20/2012	Payment Received (Thank You).....	-86.58	Over 30 \$86.58
12/27/2012	Monthly Fee.....	86.58	Over 60 -
12/27/2012	Fee Adjustment.....	-5.00	Over 90 -

Current Balance \$168.16

Transactions that have occurred since your last statement period.

Account information for the past 90 days.

* "Current" represents fees incurred since your last statement.

Questions about your bill?
Contact the CFO at 1-866-711-2573 Ext. #1.

Call this phone number if you have payment questions.

✂----- please tear along this line and send in with payment -----

Important - Please return this portion with your payment
DO NOT SEND CASH
Please make checks payable to:
Central Finance Office (CFO)

Jane Doe	
Account #	123456
Minimum Due	\$86.58
Balance	\$168.16
Due Date	02/20/2013
Amount Enclosed	_____

Send Payments Only To:

MISSOURI FIRST STEPS
PAYMENT PROCESSING CENTER
PO BOX 29134
SHAWNEE MISSION KS 66201-9134