



Dear Contracted Parties,

Please find attached an example of your new monthly account statement, which ICANN will provide to all its contracted parties on the first of each month.

The statement has been improved for clarity. It is prepared in a summary format and only lists transactions with open balances. Each transaction line will display the original amount invoiced and the outstanding balance as of the date of the billing account statement. This format allows your accounting team to quickly review and align your open accounts payable records with our billing account statement, invoice by invoice.

The following features appear on the statement:

- The TLD is included on all registry operator statements
- The IANA code is included on all registrar account statements
- The "Description" column is populated with a brief description of the fees billed on invoices or credit memos or the unapplied payment received
- ICANN banking information is added to all registry operator and registrar account statements

Delinquent accounts will continue to receive statements as attachments to the payment reminder notices.

Please ensure your billing contacts as listed in the Naming Service portal are informed of these changes. If you have any questions regarding the new statement format, please email accounting@icann.org.

Kindest regards,

ICANN Billing & Accounts Receivable