**RECEIPT TEMPLATE**

No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

From:

|  |  |
| --- | --- |
| **Company Address**  |  |
| Name: | Email: |
| Phone No: | Address: |

To:

|  |  |
| --- | --- |
| **Customer Address** |  |
| Name: | Email: |
| Phone No: | Address: |

|  |  |  |
| --- | --- | --- |
| Quantity | Items | Amount |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | Subtotal |  |
|  | Tax % |  |
|  | Total |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Received By

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