CAR RENTAL RECEIPT

PAID

RENTAL COMPANY

Company name _____

Branch / location _____

Phone _____

Tax ID (if applicable) _____

RECEIPT DETAILS

Receipt no. _____

Rental agreement no. _____

Receipt date _____

RENTER

Renter name _____ Driving licence no. _____

Additional driver _____

VEHICLE

Make / model _____ Plate no. _____

Odometer out _____ Odometer in _____

Fuel out _____ Fuel in _____

Distance driven _____ Distance included _____

RENTAL PERIOD

Pickup date / time _____ Return date / time _____

Pickup location _____

Return location _____

Charge	Qty	Rate	Amount

PAYMENT

Payment method _____

Date paid _____

Deposit / pre-authorisation hold _____

Subtotal	
Taxes ([Tax rate %])	
Total	
Amount paid	
Balance	

Renter signature _____ Checked in by (staff) _____

Vehicle returned and charges paid in full. The deposit hold is not a charge and is not included in the total.