SALES RECEIPT

PAID

SELLER

Business name _____

Address _____

Phone / email _____

RECEIPT DETAILS

Receipt no. _____

Date _____

CUSTOMER

Customer name _____

Customer email (optional) _____

Qty	Description	Unit price	Amount

PAYMENT

Payment method _____

Date paid _____

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

Thank you for your purchase. Keep this receipt as proof of purchase.