

TAXI ACCOUNT RECEIPT

PAID

TAXI COMPANY

Company name _____

Address _____

Phone _____

Email _____

RECEIPT DETAILS

Receipt no. _____

Receipt date _____

Period covered _____

ACCOUNT

Account holder _____ Account no. _____

Passenger(s) _____ Cost centre / PO (optional) _____

Date	From	To	Distance (km)	Fare	Extras	Tip	Trip total

PAYMENT

Payment method _____

Payment reference _____

Date paid _____

Total for period	
Amount paid	
Balance	

Issued by

Received with thanks. Extras are tolls, airport fees or waiting time charged on that trip.