|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Receipt Number**  00001 | |  | | |  | | --- | | **Date of issue**  mm/dd/yyyy | |  | |  | | |  | |
|  |  |  |  | |  |  | | |
|  | **BILLED TO**  Client Name  Street address  City, State Country  ZIP Code |  |  | | **Your company name**  123 Your Street, City, State, Country, ZIP Code  564-555-1234  your@email.com  yourwebsite.com |  | | |
|  |  |  | | | | | | |  |  |  |
|  |  |  | |  | | |  |  |  | |  |  | | |
|  | **Description** | | | **Unit cost** | | |  | **Qty/HR rate** | **Amount** | |  |  | | |
|  |  | | |  | | |  |  |  | |  |  | | |
|  | Your item name | | | $0 | | |  | 1 | $0 | |  |  | | |
|  | Your item name | | | $0 | | |  | 1 | $0 | |  |  | | |
|  | Your item name | | | $0 | | |  | 1 | $0 | |  |  | | |
|  | Your item name | | | $0 | | |  | 1 | $0 | |  |  | | |
|  | Your item name | | | $0 | | |  | 1 | $0 | |  |  | | |
|  | Your item name | | | $0 | | |  | 1 | $0 | |  |  | | |
|  | Your item name | | | $0 | | |  | 1 | $0 | |  |  | | |
|  |  | | |  | | |  |  |  | |  |  | | |
|  |  |  | |  | | |  |  |  | |  |  | |
|  |  |  | |  | | |  | **Subtotal** | $0 | |  |  | |
|  |  |  | |  | | |  | **Discount** | $0 | |  |  | |
|  |  |  | |  | | |  | **(Tax rate)** | 0% | |  |  | |
|  |  |  | |  | | |  | **Tax** | $0 | |  |  | |
|  |  |  | |  | | |  |  |  | |  |  | |
|  |  |  | |  | | |  |  |  | |  |  | |
|  |  |  | |  | | |  | **Receipt Total** | $2,000 | | |  |
|  |  | | |  | | |  |  |  | |  |  | |
|  | **Thanks for your Business!** | | |  | | |  |  |  | |  |  | |
|  |  | | | | | | | |  | |  |  | |

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|  |  |
| --- | --- |
| RECEIPT |  |