



CREDIT MEMO

Date	
Credit Memo #	
Customer ID	
Original Invoice #	
Original Invoice Date	

CUSTOMER / BILL TO

SHIP TO (IF DIFFERENT)

ITEM / REF	DESCRIPTION OF CREDIT	QTY	UNIT PRICE	TOTAL CREDIT

REASON FOR CREDIT

Subtotal

Sales Tax

Other (Shipping/Fees)

Total Credit

AUTHORIZED SIGNATURE

DATE