

CREDIT NOTE

Table with 2 columns: Field Name, Value. Fields include Credit Note No., Date, Original Invoice No., and Original Invoice Date.

CREDIT TO

Dashed border box for entering credit recipient information.

SHIP TO (IF APPLICABLE)

Dashed border box for entering shipping address information.

Table header with columns: DESCRIPTION OF CREDIT, QTY, UNIT PRICE, TAX, TOTAL.

Table body with multiple rows for listing credit items.

REASON FOR CREDIT / REMARKS

Dashed border box for providing reasons for the credit or additional remarks.

Subtotal

Tax

Total Credit

PREPARED BY

AUTHORIZED SIGNATURE