

LAYAWAY SALES RECEIPT

STORE INFORMATION

Store Name:
Address:
Phone:
Email:

LAYAWAY INFORMATION

Receipt No:
Layaway No:
Date:
Associate:

CUSTOMER INFORMATION

Customer Name:
Address:
Phone:
Email:

ITEMS ON LAYAWAY

Item ID	Description	Qty	Unit Price	Total Price

PAYMENT TERMS & SCHEDULE

Term Duration:
Final Payment Due:
Payment Frequency:
Cancellation Fee:

FINANCIAL SUMMARY

Subtotal:
Tax:

Total Cost:

Deposit Paid:

Remaining Balance:

PAYMENT HISTORY

Date Paid	Payment Method	Amount Paid	Remaining Balance

LAYAWAY AGREEMENT TERMS:

1. All payments must be made in accordance with the schedule outlined above.
2. Failure to make final payment by the specified due date will result in cancellation of this layaway.
3. In the event of cancellation, a fee may be deducted from the payments refunded.
4. Items will not be released until the total balance is paid in full.

Customer Signature

Store Representative Signature