

RETAINER DEPOSIT RECEIPT

Receipt No: _____

Date: _____

RECEIVED FROM

Name:

Address:

Phone:

Email:

RECEIVED BY

Company:

Representative:

Phone:

Email:

DEPOSIT DETAILS

For Professional Services Related To:

Payment Method:

Check / Ref No:

Amount Received: \$

The retainer deposit received hereunder is subject to the terms and conditions of the professional services agreement. This deposit will be held as a retainer for future services to be rendered and may be applied against outstanding invoices as agreed upon in the primary service contract.

AUTHORIZED REPRESENTATIVE SIGNATURE

CLIENT SIGNATURE (ACKNOWLEDGMENT)