

# PAYMENT RECEIPT

Receipt No: \_\_\_\_\_

Date: \_\_\_\_\_

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## RECEIVED FROM (BUYER)

Company: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Tax ID / EIN: \_\_\_\_\_

## RECEIVED BY (SELLER)

Company: \_\_\_\_\_

Representative: \_\_\_\_\_

Address: \_\_\_\_\_

Tax ID / EIN: \_\_\_\_\_

| DESCRIPTION OF GOODS | QTY | UNIT PRICE | TOTAL AMOUNT |
|----------------------|-----|------------|--------------|
|                      |     |            |              |
|                      |     |            |              |
|                      |     |            |              |
|                      |     |            |              |
|                      |     |            |              |

Subtotal: \_\_\_\_\_

Tax / VAT: \_\_\_\_\_

Shipping/Handling: \_\_\_\_\_

Total Paid: \_\_\_\_\_

Payment Method:

Reference/Check No:

Payment Date:

Remaining Balance:

Authorized Representative Signature

Date