

CREDIT MEMORANDUM

Credit Memo No.	
Date	
Ref. Invoice No.	
Customer ID	

CUSTOMER BILL TO

CUSTOMER SHIP TO

ITEM / SKU	DESCRIPTION	QTY RETURNED	UNIT PRICE	TOTAL CREDIT

REASON FOR CREDIT

Subtotal	
Sales Tax	
Other Credit	
Total Credit	

PREPARED BY

AUTHORIZED APPROVAL SIGNATURE