



RECEIPT & INVOICE

Unearned / Deferred Revenue Sales

Document No: _____

Date: _____

Payment Terms: _____

BILL TO

PAYMENT REFERENCE

Description of Service / Goods	Service Period (Start)	Service Period (End)	Total Amount Deferred
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Subtotal: _____

Tax/VAT: _____

Total Received: _____

REVENUE RECOGNITION SCHEDULE (PROJECTIONS)

Recognition Period / Month	Recognized Amount (This Period)	Remaining Deferred Balance
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Recognition Period / Month

Recognized Amount (This Period)

Remaining Deferred Balance

Authorized Signature

Customer Acceptance

Terms of Deferred Revenue: This transaction represents advance payment for services/goods to be provided over the designated service period. Revenue will be recognized systematically in accordance with the schedule above and the company's revenue recognition policy. Unearned balances are subject to the terms of the master service agreement.