

CREDIT MEMO

Credit Memo No:

Date:

Customer Acct No:

Original Invoice No:

CUSTOMER INFORMATION

SEND CREDIT TO (IF DIFFERENT)

ITEM / CODE	DESCRIPTION OF CREDIT / RETURN	QTY	UNIT PRICE	TOTAL CREDIT

Subtotal Credit

Tax Rate / Tax

Total Credited

REASON FOR CREDIT MEMO

AUTHORIZED SIGNATURE

DATE